

General Meeting Minutes

March 1, 2017

Talley Student Union, Governance Chamber

Present: David Blake, Angkana Bode, Molly Bradshaw, Krystal Chojnacki, Melanie Clark, Nikki Cofield, Richard Corley, Suzie Crews, Helen DiPietro, James Draper, Katie Elliot, Paul Feucht, Pat Gaddy, Wyona Goodwin, Jessica Griffin, Angela Hallman, Nikki Harris, Shanna Harwell, David Hawley, Carol Haywood, David Herpy, Sharon Herring, Shawnda Hill, Rodney Holmes, Mindi James, Wendy Koch, Karen Lundin, Lisa McCain-Jackson, Mark Michaelson, Tenille, Naumann, Jason Painter, Amanda Petty, Cathi Phillips-Dunnagan, Jill Phipps, Lindsay Recchie, Karin Sandler, Richard Sapienza, Ashley Schwed, Janice Sitzes, Sabra Stipe, Joe Sutton, Allen Thompson, Marie Williams

Excused: Carissa Burroughs, Melissa Cardez, Susan Colby, Kim Davis, Jan Gaines, Matthew High, Charles Jones, David Kelly, Lib McGowan, Yolanda Sanders, Jenell Wass, Sharmeen Williams-Nokes

Approval of Minutes

- Minutes were approved as written

Chair-Elect's Report

- Save the Date - Staff Senate Retreat will be held on Wednesday, July 19th
- Angkana, David and Cathi met with AVC Marie Williams and VC Scott Douglas on 2/8/17
- Worked on Ombuds material

Catherine Reeve, Transportation Director

NC State Transportation Program Updates:

<https://drive.google.com/file/d/0BxjL-0tSpxEPLXNIMXF3ZHJQakk/view?usp=sharing>

Keila Valentin, Sr. Employee Relations Strategic Partner

SHRA Performance Evaluation Process

- University of North Carolina (UNC) General Administration implemented a new SHRA Performance Appraisal Policy to align performance management practices throughout the UNC System institutions.
- The new SHRA Performance Appraisal Program places emphasis on both institutional goals and individual goals.

Online Resources

<https://er.hr.ncsu.edu/performance-management/performance-management-new/>

SHRA Performance Appraisal Program (Summary of Changes)

<https://er.hr.ncsu.edu/wp-content/uploads/sites/3/2017/02/NC-SU-SHRA-PM-Policy-Summary-of-Changes.pdf>

Roy Baroff, Staff Ombuds

Website

<https://Staffombuds.ncsu.edu>

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Handout

<https://facultyombuds.ncsu.edu/files/2017/02/Staff-Ombuds-Office-Handout-1.pdf>

Office Poster

<https://facultyombuds.ncsu.edu/files/2017/02/Staff-Ombuds-Office-Poster-1.pdf>

Chair's Report

- Senator David Herpy reminded Senators to meet on the block S in between the Carmichael Gym and Carmichael Annex/Rec Center at 12:15pm for those interested in walking.
- Friday, March 17, 8:00am-4:00pm - Habitat Build a Block Volunteer Day
- Met with VC Scott Douglas on February 8, 2017, and he asked for support for the HR changes.

Committee Reports:

Resources & Environment, Mark Michaelson

- Wednesday, March 8, 9:00am-1:00pm - Shredding & Recycling Event on Centennial Campus
- Friday, March 17, 8:00am-4:00pm - Habitat Build a Block Volunteer Day
- Monday, March 20, 12:00pm-1:00pm - "Home Energy Efficiency" lunch and learn (Talley) Here is a link to the online registration form for our Home Energy Efficiency Lunch and Learn: <https://goo.gl/forms/UkeFLd2nU8AdJ7Fc2>
- Wednesday, April 5th, 10:00am-2:00pm - Earth Fair on the Brickyard
- Tuesday, April 18, 12:00pm-1:00pm - NCSU Landscape Arboretum tour
- Wednesday, April 26, 12:00pm-1:00pm - NCSU Agroecology Education Farm tour
- Thursday, May 18, 12:00pm-1:00pm - "Bike Safety" lunch and learn + campus bike ride (Carmichael)
- Wednesday, June 14, 12:00pm-1:00pm - "Gardening" lunch and learn (Witherspoon)
- We're also looking to set a new date for the "Fuel Efficient Driving" lunch and learn possibly in July?... probably two sessions, back to back, at 11:00am and 12:00pm

External Affairs, Ashley Schwed

- Meeting with Sarah Stone Wrap-up
- Potential Changes Retirement Benefits
- HB2 Repeal
- Spellings Statement
- Next Steps

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Human Resources, Yolanda Sanders

Old Business

- Allen discussed the 21-day challenge. Discussed some troubleshooting issues with RIVAL. Noted that if you plan to sync with your activity tracker, then you'll want to log into the Rival website, not the app.
- Lisa gave an update on the success of the food demo held on Feb 3 in coordination with Dining. Lisa Eberhart will be planning another demo later in the Spring.

New Business

- Keila Valentin joined the group as the new ex-officio member of the HR committee. She discussed and answered questions about the new SHRA performance appraisal.

Elections and Governance, Shanna Harwell

Both Committees discussed the nominations & elections timeline

- Nominations closed: Monday, 2/27/17
- List of nominees from OIRP: Thursday, 3/2/17
- (Distribution)Nominations acceptance email and supervisor approval: ~Tuesday, 3/7/17
- (Replies) Nominations acceptance email and supervisor approval: Wednesday, 3/15/17
- Candidate names and open seats by district due to OIRP: Friday, 3/17/17
- Ballot forms for review and approval from OIRP: Friday, 3/31/17
- Ballot approval due to OIRP: Tuesday, 4/4/17
- Elections go-live: Wednesday, 4/5/17
- Elections close: Wednesday, 4/19/17
- Elections results from OIRP: Wednesday, 4/26/17

During the course of the committee meeting, the nominations acceptance email and supervisor approval form were final drafted and prepared for Staff Senate Chair approval.

Public Relations, Wendy Koch

- Working on the video
 - The first draft is completed, and we hope to have our final draft for the April meeting

Respectfully submitted by Nancy Phillips, Staff Senate Administrative Assistant