

**General Meeting Minutes**

May 3, 2017

Talley Student Union, Governance Chamber

**Present:** Angkana Bode, Molly Bradshaw, Carissa Burroughs, Krystal Chojnacki, Nikki Cofield, Richard Corley, Suzie Crews, Kim Davis, Helen DiPietro, James Draper, Pat Gaddy, Jan Gaines, Wyona Goodwin, Angela Hallman, Nikki Harris, Shanna Harwell, David Hawley, Carol Haywood, Shawnda Hill, Rodney Holmes, Charles Jones, David Kelly, Wendy Koch, Karen Lundin, Lib McGowan, Mark Michaelson, Tenille Naumann, Melanie Neff, Jason Painter, Amanda Petty, Cathi Phillips-Dunnagan, Jill Phipps, Lindsay Recchie, Yolanda Sanders, Karin Sandler, Richard Sapienza, Ashley Schwed, Janice Sitzes, Sabra Stipe, Joe Sutton, Allen Thompson, Corrinda Watkins, Keila Valentin

**Excused:** David Blake, Melissa Cardez, Susan Colby, Katie Elliot, Paul Feucht, Jessica Griffin, David Herpy, Sharon Herring, Matthew High, Mindi James, Jenelle Wass, Sharmeen Williams-Nokes

**Approval of Minutes 4/5/17**

- Minutes were approved as written

**Student Government**

- Jackie Gonzalez, Newly Elected Student Body President for the 2017-18 academic year
- Adam Schmidt, Student Senate Pro-Tempore
- Mia Connell, Student Body Vice President

*Presentation by Student Government*

<https://docs.google.com/a/ncsu.edu/presentation/d/1TKj2dqdsJXVkjDKIa3ACiQU2qFfgNfvGq02TZctSox8/edit?usp=sharing>

- Website: <https://sg.students.ncsu.edu/>
- Student Government Suite - Talley Student Union, Room 4251

**Sarah Noell, Assistant Director, Outreach, Communications, & Consulting**  
**Two-Factor Authentication: May Update**

- Bi-weekly mailings have begun to those not enrolled in both services.
  - First one sent 4/27; next one 5/15
  - Once enrolled in both Duo and Google 2-step, reminder messages will stop
- Ongoing training workshops
  - Working with individual units to coordinate training
  - If you haven't heard anything from your unit, let us know and we'll check
- Working with Association of Retired Faculty for enrollment of retirees
- Continuing to look at use cases regarding issues or concerns ([help@ncsu.edu](mailto:help@ncsu.edu))
- Approximately 25% of employees enrolled as of 4/28/17

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- Deadline is 10/31/2017
- More information and to enroll: [go.ncsu.edu/2fa](http://go.ncsu.edu/2fa)

**Chair-Elect's Report**

- Reminder - Staff Senate Retreat, Wednesday, July 19<sup>th</sup> (Hunt Library)

**Parliamentarian's Report**

- Remember, You must be recognized to speak. When recognized by the Chair, stand, identify yourself and speak of topic, etc.

**Chair's Report**

- June 7<sup>th</sup> Staff Senate meeting will be at Hunt Library; lunch will be provided at the Oval
- Chair's Board of Trustee's report was presented on 4/20/17 (see attached)

**Staff Ombuds, Roy Baroff**

- <https://facultyombuds.ncsu.edu/staff-ombuds-services/>

**Committee Reports**

**Public Relations, Wendy Koch**

- The PR committee is working on the video finalization
- Compiled some statistics since taking over the PR committee responsibilities
- Really increased our social media presence as well as increased our viewers!
- Chair could not be more proud of Nikki and Krystal for their hard work

*Here are the newsletter stats:*

- There has been a significant increase in newsletter open rates since January
  - January 30 - **96 opens**
  - February 13 - **544 opens**
  - February 27 - **577 opens**
  - March 13 - **2,767 opens**
  - March 27 - **3,006 opens**
- LinkedIn: We currently have 484 connections and have posted 73 articles since taking over almost 2 years ago.
- Twitter: We currently have 165 followers, so if you haven't already please follow our page @ncsustaffsenate

**External Affairs, Ashley Schwed**

- Planned Legislative visit on May 22
- House Bill 540, which would give state employees a much-needed \$2,400 still, has not been heard by the House Appropriations Committee.

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**Governance, Jason Painter**

- The Governance Committee reviewed and revised Senate bylaws

**Elections Committee, Shanna Harwell**

- During the May 3rd meeting of the Governance-Elections committee, elections related portions of the bylaws and procedure manual were discussed for possible revisions.
- General elections for senator & alternate seats are complete. Results are being conveyed to candidates with requests to accept/decline seats. Once all candidate notifications have been sent and replied to, a report of election results will be sent to the Staff Senate Secretary for record and roster actions.
- All candidates were invited to the May 3rd general session. Some of the new senators & alternates were in attendance.
- Officer nominations opened on April 7th and will close on May 12th. Officer elections will occur via secret ballot during the June 7th general session.

**Resources & Environment, Mark Michaelson**

- Nothing new to report

**Computer Loan Program, Joe Sutton**

- Nothing new to report

**Human Resources, Yolanda Sanders**

*Topics of Discussions*

- Movie on the Lawn or Family Night-contact Union Activities Board to check on logistics
- Lunch and Learn- Estate Planning
- Lunch and Learn-Collaboration with Staff Senate and Poole College Management
- Discovering the Jenkins MBA
- Lunch and Learn-Gardening 101
- Staff Senate Summer Food Drive- Feed the Pack Community Food Pantry

**Adjournment:** 12:01pm

Respectfully submitted by Nancy Phillips Staff Senate Administrative Assistant