

UNC Staff Assembly
Inaugural Meeting
October 16-17, 2006

Monday, October 16th
Board Room, UNC General Administration

Leslie Winner, Vice President and General Counsel, opened the first meeting of the UNC System Staff Assembly at 1:00 p.m. by welcoming delegates and outlining potential opportunities and challenges for the Assembly.

Welcome to Chapel Hill and to the UNC General Administration! This is an historic occasion; a day of celebration. Many people have waited years for a system wide staff organization. You now have an officially recognized seat at the table. I'm here today to congratulate you, and to speak with you about the opportunities and challenges ahead.

First, we have an opportunity to contribute to the collective wisdom of the university system regarding systemic ways UNC can be more effective and efficient in educating our citizens, performing groundbreaking research, and moving the North Carolina economy into the future. We have an opportunity to help the university administration understand issues of widespread concern to employees. Since we will not be able to address every issue at once, we have an opportunity to establish priorities and clearly communicate what is most important to us. When advising the president, our effectiveness will be evaluated by the quality of our efforts. The more diligent we are, and the deeper we dig, the more impact our recommendations will have. We have an opportunity to develop considered, informed recommendations and to engage in serious dialogue with the administration.

We also have opportunities for frustration. There are some issues beyond the control of the University, health insurance for example. As we know, SPA employees are subject to the rules and policies of the Office of State Personnel (OSP). These policies are beyond the control of the University. We can make recommendations to the state legislature, but in the end we must live with the State's decisions. You can tell us what is a high priority for you and we will hear you. But no matter how hard we try, some things are simply not in the University's control. Another opportunity for frustration will be local campus issues. Those issues, if not of widespread concern, have to be addressed through campus chancellors, administrators, and managers. Finally, there may be concerns about the treatment of individual employees. These issues cannot be addressed here in this forum. We may really want to address these issues, but these issues must be properly handled through campus grievance procedures.

Having said that, we have an unprecedented opportunity for constructive engagement and dialogue and I am confident our opportunities for improvement of the University will far outweigh our opportunities for frustration.

So, you are launched. Enjoy this great day of appropriate recognition for the hard work done to create this Staff Assembly. By your presence, we will continue to keep UNC one of the premier Universities in the country. I look forward to the new partnerships you will create and I wish you good luck.

Interim Chair Steve Clifton (UNCC) then congratulated everyone for their accomplishments and thanked them for their hard work. Next he introduced those people who had worked diligently with him during the past year with special recognition of Tommy Griffin (UNCCH), Ernie Patterson (UNCCH), and Connie Schaller (UNCA). Next he called the name of each delegate and asked each to stand and introduce him/herself. *[See roster for names.]* Steve Clifton then introduced Ann Lemmon, Associate Vice President for Human Resources.

As Steve Clifton proceeded with the agenda, he encouraged delegates to change seats during each break throughout the two day meeting. He also encouraged delegates to sit with people from various campuses in order to meet other delegates and get to know one another better.

BREAK – @ 1:30 p.m.

Following the break, Ernie Patterson displayed the General Administration (GA) website on a projection screen for all the delegates to see: <http://www.northcarolina.edu>.

GA is creating a Staff Assembly website: <http://uncstaffassembly.northcarolina.edu>. We (the Staff Assembly) will be responsible for developing and maintaining the website. We are also responsible for our charter and bylaws. The charter, which was written to be as open and inclusive as possible, has been approved by President Bowles. All permanent employees of the University who are not faculty (approximately 40,000 people) are included in the Staff Assembly; this includes GA staff employees.

Sheila Perry (ECSU) noted that the language referencing the Staff Assembly in the charter was somewhat inconsistent -- “Staff Assembly” in some places and “Assembly” in others. Clarence Page (NCAT) suggested the charter be read aloud, line by line, if time permitted. Ernie Patterson responded that the charter had been approved by 2/3 of the constituent institutions, as well as President Bowles, therefore it was a matter of record. Ann Lemmon agreed to correct the inconsistencies and have the corrected charter posted to the website.

Ernie Patterson then advised delegates of their responsibility to facilitate communication between GA and staff at each constituent institution. Furthermore, the Staff Assembly may want to assist individual campus staff organizations. Aside from the formal Staff Assembly, there may be a need for informal exchanges. There will likely be a bylaws and policies committee to review our documents of governance and suggest modifications. Words are very important so changes and additions need to be considered thoughtfully.

Clarence Page asked if the Staff Assembly is permitted to raise funds. Ann Lemmon agreed to consult with Leslie Winner to determine the answer to that question. *[Later during the meeting, Leslie Winner stated that there was no reason why the Staff Assembly could not have separate*

funds. Furthermore, fundraising does not need to be addressed in the charter or bylaws. However, there may be regulations governing separate funds which need to be considered.]

An unidentified delegate asked if President Bowles has any veto power over the Staff Assembly. Ann Lemmon responded that the President utilized his authority to approve our charter; his approval served as the formal creation of the Staff Assembly. However, the Staff Assembly has the authority to change the bylaws.

Several unidentified delegates expressed concerns about the bylaws. Steve Clifton responded that the bylaws were modeled after the Faculty Assembly documents of governance. Tommy Griffin suggested the proposed bylaws be adopted now and changed as needed after officers are elected and committees are formed. Clarence Page stated that a working group (composed of staff leaders who participate in monthly video conferences) has already begun to consider potential changes and amendments. He added that Kelley Eaves Boykin (UNCC) and Sheila Perry are integral participants in this process. Being ahead of schedule, Steve Clifton encouraged delegates to review the bylaws during the next break.

BREAK – @ 2:00 p.m.

Steve Clifton resumed the meeting by asking for remarks from the floor.

Connie Schaller asked about officer nominations. She suggested that candidates be given time to introduce themselves and answer questions. Steve Clifton responded that nominations would be addressed later in the agenda. Joyce Shaw (ECSU) recommended taking nominations from the floor this afternoon since the meeting was ahead of schedule. Steve Clifton responded that there would be time later in the agenda to introduce nominees. He also encouraged delegates to attend the evening reception and to talk with other delegates in preparation for the elections tomorrow. Ann Lemmon commented that additional time would be available in the morning.

Kelley Eaves Boykin asked about the creation of an organizational chart. Steve Clifton responded that officers need to be elected and committees need to be formed first.

Kristie Johnson (NCAT) suggested including a professional development workshop during the next Staff Assembly meeting.

An unidentified delegate asked if the secretary/treasurer position could be separated into two separate functions. After a brief discussion, it was determined that a separate treasurer would have very little to do so the functions will remain together for now. David Vaughan (UNCG) asked if the Staff Assembly has a budget. Ann Lemmon responded yes. She added that Faculty Assembly and Staff Assembly expenditures are allocated on a per capita basis. Ruth Brill, who works with Ann Lemmon, will provide assistance to the secretary/treasurer. David Vaughan asked for clarification regarding the treasurer's role. Ann Lemmon responded that Ruth Brill will oversee proper documentation of funds. If the Staff Assembly chooses to raise funds, the treasurer will be responsible for working with the financial department at GA to insure any fundraising is in compliance with state regulations.

BREAK – @ 2:30 p.m.

Kelley Eaves Boykin displayed a preliminary organizational chart on a projection screen for all the delegates to see. She also recommended the addition of a parliamentarian.

Clarence Page questioned the authority of the Chair to make committee chair appointments. Ernie Patterson stated his hope that the elected leadership will engage delegates from every constituent institution. Clarence agreed the committee leadership needs to be broad based. JoAnne McKnight (UNCA) suggested committees have the freedom to self-select their own leaders. Kelley Eaves Boykin responded that the current bylaws grant the Chair the authority to appoint committee chairs though she believes the entire delegation should be involved. David Brannigan (UNCCH) voiced strong support for committees self-selecting chairs.

An unidentified delegate moved to review the bylaws as a group now. David Brannigan recommended the bylaws committee facilitate a review of the bylaws after our inaugural meeting rather than during it. William Frady (WCU) suggested we consider the separation of secretary and treasurer responsibilities into two distinct positions before elections. J.C. Boykin (NCSU) commented that delegates have varying levels of comfort with the bylaws and he suggested we take time to review them now as a group, for educational purposes only. David Vaughan (UNCG) asked if we could take a straw vote on the organizational chart alone. Steve Clifton responded that first we need to address the motion on the floor. Suzanne Williams (UNCG) suggested the motion be amended to suspend discussion and resume the agenda when President Bowles arrives. Steve Clifton clarified the motion on the floor, as amended:

The Assembly shall review the bylaws, for educational purposes only, at this time; however, discussion will be suspended when President Bowles arrives to address the Assembly.

The motion passed. Steve Clifton and Ernie Patterson facilitated the review of the bylaws.

I. MISSION

Harold McKeithan (FSU) believes staff should have the right to bring concerns of individual constituent institutions directly to the Board of Governors. David Brannigan spoke of our need to foster and nurture the establishment and growth of staff organizations, and he encouraged constituent institutions to help one another become stronger through the Staff Assembly. Following a brief discussion, there was consensus to support the mission as currently stated.

II. MEMBERSHIP

Selection and Terms of Delegates

David Vaughan expressed concern that delegations will eventually include only chairs, past chairs, and past-past chairs of constituent staff organizations. He believes representation should be broader than chairs only and he hopes the bylaws committee will take this into consideration. Steve Clifton responded that chairs may be uniquely qualified to serve on the Staff Assembly because of their knowledge and experience.

Meetings of the Assembly

Sheila Perry questioned how the Staff Assembly compares to the Faculty Assembly. Ann Lemmon responded that the Staff Assembly bylaws were based upon Faculty Assembly and Board of Governors documents of governance. She believes this is a good starting point though President Bowles may want to have additional meetings with the Staff Assembly executive committee.

III. OFFICERS

IV. EXECUTIVE COMMITTEE

V. OTHER COMMITTEES

Ann Lemmon stated that Brenda Killingsworth, Chair of the Faculty Assembly, will address the Staff Assembly tomorrow to discuss matters of joint interest, including committees. Ernie Patterson noted that a communications committee would be needed to facilitate the exchange of information. Charlie Wallin (ASU) recommended utilizing available technologies to minimize the need for travel. An unidentified delegate asked for clarification regarding the executive committee's authority to appoint committee chairs. Delegates from ASU and ECU recommended committees self-select their own chairs. Ernie Patterson suggested committee chairs serve on the executive committee. Unidentified delegates suggested: the secretary and treasurer functions be divided into two separate positions; a parliamentarian be added; and the Vice Chair oversee all committees. J.C. Boykin suggested each member of the executive committee represent a different constituent institution. An unidentified delegate expressed concern that the Chair is elected to serve a two year term though other officers serve only one year. Steve Clifton clarified that the Chair needs two years for continuity and to allow ample time to learn how to be an effective Chair.

David Brannigan referenced Robert's Rules of Order and recommended the bylaws committee review this discussion when committee work begins and amendments are considered.

An unidentified delegate requested nominations and elections be addressed next. Steve Clifton responded that some nominations had been submitted in advance via email. He added that nominations and elections would be discussed in detail later in the agenda.

BREAK – @ 3:20 p.m.

Steve Clifton introduced President Erskine Bowles who then addressed the Staff Assembly.

I began visiting campuses a year ago. As I met with students, faculty and staff, it never occurred to me that a Staff Assembly did not exist. It makes good sense to me. Not everyone agrees with me, but I took a leap of faith in you, the staff, when I signed the Staff Assembly charter. I want you to be candid with me and tell me what you think I need to be doing. I want your advice and your support. I'm glad the Staff Assembly was

modeled after the Faculty Assembly because that model works well. I'm not an academic. I didn't know much about the University a year ago. Having the ability to call Brenda Killingsworth (Chair of the Faculty Assembly) when I have questions is a big help to me.

I would like to underscore two points. First, the Staff Assembly is an organization that needs to deal with system-wide issues only, not problems on individual campuses. Second, this is an advisory group, not a decision-making body. I need your candid, strong, straightforward advice. With that, I can make better decisions. I will listen to your input because I want to make well informed decisions.

President Bowles then asked for questions from delegates.

Q: Is there anything specific we should look at first?

A: You are the experts. I am still new to the University so I want to know the real problems we face. Trust that whatever you tell me, I will take it as constructive criticism. I've proved that I can handle rejection well.

Q: May we make recommendations regarding the delivery of services to students, adding value to the educational experience, and minimizing costs? Are those issues in line with your thinking?

A: Yes, if the recommendations can be implemented system wide.

Q: Will staff be guaranteed the right to voice their concerns without fear of recourse?

A: I consider myself staff, Chief of Staff. I am no different than you. If I weren't serious about staff, this Staff Assembly would not exist. I want this to be real. The buck stops here. I'm not a kid. I've been involved in process and policy my whole life. Without good process, you can't have good policy. I'm a staff guy. I understand the importance of the people in this room.

Q: How can we affect change?

A: Don't try to go around me. That would be a big mistake. The faculty and chancellors have learned that. Mutual respect works best. I'm going to be here for a while. If we build real mutual respect, then no matter how much we disagree, we will be fine.

Q: How do you feel about marketing the UNC system collectively rather than individual campuses?

A: We ALL must sell the University to folks. There is a lot of pride and value built up in the identities of individual campuses. The University system will likely always have turf issues. When I was the United Nations Deputy Special Envoy for Tsunami-affected Countries, everyone was in favor of coordination but none wanted to be coordinated. I want to leverage the power of the UNC system for those functions that make sense. From a marketing viewpoint, it probably makes sense to use the UNC brand to promote online educational opportunities. If we are successful in getting more people to go to college, we could potentially gain 100,000 more students. We have

to figure out how to maximize our resources. We need to use our buildings better; we need to use our buildings at night and during weekends. And we have to do more with distance learning. The UNC brand can compete with the University of Phoenix worldwide. In the Asian market, for example, we could generate a lot of revenue which could be used to pay higher salaries and make improvements to our infrastructure.

Q: Is staff morale important to you?

A: You can't be productive if you're not proud of where you work. Everything about productivity is connected to morale. We must talk about ways to improve morale in the system as a whole. I want the University to be world-class with world-class faculty, world-class students, and world-class staff. The University won't run without staff.

Q: Our constituent campuses stretch from the mountains to the sea. We need resources, technology, and tools to function.

A: Are you asking for money? I never make open-end promises. Bring me a plan with your ideas, cost estimates, and purpose and I will give you an answer. I need to know why you need something before I can say yes.

Q: During the past year, what accomplishment are you most proud of? What do you see as your most ambitious challenge in front of you?

A: I'm not sure there is one single thing. At first I wasn't sure if I could do the job. I thought I could because I've managed big organizations before. I've dealt with legislative bodies, the press, and big egos. I felt like I knew North Carolina, too. But you never know if your skills are completely transferable. I'm really proud to have assembled a team of sharp minds rather than sharp elbows. I'm a big team guy. I've made some changes and I'm really thrilled that the campuses are working together rather than fighting. I'm also proud of the progress made in the legislature this year. It's been a very successful year. I'm also a big accountability guy. I don't like that there's very little real accountability at the University right now. I want us to define our strengths and weaknesses. We're doing a horrible job on retention and graduation right now. We need to look at our goals and objectives; they are too squishy; no timelines; nothing costed out; no one accountable; no prioritization. We need real performance measures. And we need to make the University more efficient. We don't get enough money from the legislature, federal government, private funds, auxiliary, or distance education. We must think of ways to cut costs and reallocate resources in a smart way. There are better ways to do things. Let's talk about what's smart and what's stupid. If we do things better, our students will be better equipped to compete for jobs. If we can accomplish that, we will leave the University a better place.

Q: Public school teachers in North Carolina are so busy with infrastructural issues; they have difficulty educating pupils effectively. What can be done to change this?

A: When the infrastructure is outgrown, the result is bad service and a bad reputation. I'm very worried about public education. We need to look at intervention steps. We need to allocate resources more efficiently and effectively. And we need to fight for higher pay for teachers.

Q: Employees may now use tuition waivers for three classes per year, but the policy does include details about how and when the courses can be taken. The policy is being interpreted and enforced differently at each campus. We need a detailed system wide policy so all staff will have the opportunity to take advantage of this benefit.

A: I can give you an answer, but its better if you come to me with recommendations first. Explore the pros and cons, do your homework, and give me some recommendations. Then I'll give you an answer.

Tommy Griffin (UNCCH) remarked that we (staff) are here to serve; to serve students, faculty, and the citizens of North Carolina. This is our University. We want to support our President and help him look good.

Roger Killian (UNCP) requested a method for employees at one campus to use tuition waivers at other campuses. He asked about articulation agreements, exchanges of employees between campuses, and methods to facilitate exchanges and coordinate efforts. He mentioned the implementation of Banner as one example of an uncoordinated effort. Chevella Thomas (NCCU) stated that Banner finance implementation was a coordinated effort with campus teams. Roger Killian clarified that he did not consider it a coordinated effort because each campus operates autonomously with a separate chart of accounts.

President Bowles stated his belief that the best ideas come from people “in the field” and he encouraged us to work in groups to identify problems and make recommendations. He then asked for more questions.

Q: We've heard what we can do to help you. What can you do for us, the staff?

A: I don't want to over promise. I don't have any control over pay and benefits for SPA staff. If I acted like I could change those things, I would be messing with you. Career banding is like a bad joke; it's terrible it was put forward without funding. I have some influence with the people in Raleigh so I asked for raises for University employees and fortunately we got raises. But I don't want to over promise. I will do my best, but I can't promise to make things better because I don't have control over SPA pay and benefits. I want to be totally honest with you. I can only have one #1 priority. My #1 priority is to raise faculty salaries to the 80th percentile of their peers. I also want to increase need-based financial aid for students. I want every student who applies for and qualifies for need-based aid to get it. These are priorities ahead of you, the staff. I agree that faculty and staff are underpaid and the benefits are horrible. But these are my priorities and I want to be very clear about that.

Q: What if someone wanted to work directly with you? Would it be a mistake to go around a Chancellor? Can we send you an email? Would that be improper?

A: It's fine to send me an email. I get hundreds daily so my replies are usually pretty short. I want your opinions about system-wide issues, not specific problems on individual campuses.

I do not want to undermine the chancellors though, so don't try to go directly to the Board of Governors. That would be huge mistake.

Q: Would you consider appointing staff to the PACE committee?

A: Yes, but the process is pretty far along because we are working quickly to plan for the 2007-2009 budget cycle. I don't know why one campus costs more than another when they are similar in size and function. You can have access to all PACE materials so you can put together a group and start working on this tomorrow – or even today.

Q: How can we have a voice if things like Banner and career banding are pushed upon us? If we don't hear about it until it's implemented, how can we have a voice in the process?

A: That's the whole purpose of the Staff Assembly. We're doing something to improve communication. Banner is a nightmare. We need to do something system-wide as whole rather than leaving it up to individual campuses.

Q: How do you feel about system-wide policies to prevent erosion of jobs, restructuring, and outsourcing? How do you feel about 360 evaluations?

A: I've found 360 evaluations very helpful. But I can't promise there won't be outsourcing.

Q: Career banding has created inequities. It's a morale issue because we can't get raises anyway.

A: Yes, some positions were funded and others were not. We don't want to take money away from staff. We need more money so career banding will be real system-wide.

Q: Can staff provide feedback on priorities for the next budget cycle?

A: Yes, as I develop a legislative agenda, I will need help. Feel free to tell me what you think we need to do. I'm learning. I'm listening. I want feedback. I joke about the University being ready, aim, aim, aim – never fire. It's tough to turn a big ship. We need to speed things up. We need to be faster, quicker, better. I'm really excited about the Staff Assembly. To be most effective, I think you need to consider big issues, divide into work groups, and come up with real plans and recommendations. We need to set up good processes to help policy. I'm delighted we are here.

BREAK – @ 4:25 p.m.

Steve Clifton commented that we are an advisory group, yet we are individuals. It is very important for us to come together and work as a team. Chuck Brink (UNCCCH) added that he senses some feelings of divisiveness. He encouraged us to put aside our personal feelings and come together as a group. We've been given a tremendous opportunity, and we need to work together as a team. David Brannigan added that some delegates are not happy because nominations questions have been asked but not answered. Connie Schaller reminded the group that nominations are on the agenda and will be discussed later. Chevella Thomas again asked if the secretary/treasurer position could be split into two positions. David Brannigan suggested we

adhere to the agenda and discuss nominations and elections matters at 5pm. Walter Turner (WCU) asked the bylaws committee to address an amendment process and to insure representatives throughout the system be involved in the process, not just a few institutions.

David Brannigan moved to amend the agenda to discuss nominations and introduce officer candidates now. Walter Turner seconded the motion. Kelly Eaves Boykin recommended discussing officer roles and responsibilities first. After a brief discussion, a vote was taken. The motion to amend the agenda did not pass.

David Vaughan suggested we discuss our purpose. Since President Bowles wants us to organize ourselves into work groups, David Vaughan asked if Clarence Page and/or Sheila Perry could address committee structure and priorities.

Suzanne Williams referenced notes taken during a recent video conference to clarify group consensus for committee priorities. It was agreed that standing committees would include budget, communications, personnel, staff excellence, and legislative action. It was agreed also that special committees would include organizational structure and bylaws review.

David Vaughan suggested we consider President Bowles' priorities when we establish committees and goals. He then asked for consideration of system-wide issues related to retention, graduation, accountability, tuition waivers, personnel, compensation, benefits, advisory groups, and perhaps a committee on committees. Chuck Brink added that UNC system priorities are about accessibility and affordability. Ernie Patterson added that we need to encourage President Bowles to consider staff concerns along with faculty salaries and student aid. Harold McKeithan agreed that we must keep staff in the minds of the administration. Connie Schaller commented that President Bowles has recognized us and now we must bring recommendations to him for consideration. Leigh Cobb (ECU) wants to make sure staff are included in campus committees and involved in discussions and the decision-making process. Also, we need to form a committee to recognize employees through an awards program. William Frady suggested small groups work on specific issues. David Vaughan suggested we fully vet issues one at a time. David Brannigan called for real accountability, all the way up and all the way down, with supervisor evaluations.

Clarence Page remarked that we have a great opportunity and a tremendous amount of work ahead of us. However, he fears that a small group of officers will end up doing the majority of the work. He wants the work of the Staff Assembly to be shared by all of us cooperatively. If the organization is not broad based, it will not be effective. To accomplish our goals and objectives, we must get real and declare a moratorium on politicking. We need to open up and get involved. We must work together. We cannot go home bitter.

Leigh Cobb asked delegates to let Matt Banks (UNCCH) know if they are not getting listserv emails. Steve Clifton clarified there are actually two listservs: a staff leaders listserv maintained by Matt Banks and a UNC Staff Assembly listserv maintained by Ruth Brill at GA. Steve Clifton is trying to send information to chairs so they can disseminate information to their constituents.

Ernie Patterson commented that we do not have to wait for our next regular meeting because we have procedures for calling special meetings. We also have tools like email and video conferences to facilitate open, two-way communication.

BREAK – @ 5:00 p.m.

Steve Clifton introduced officer candidates, based upon nominations received via email prior to the meeting. Clarence Page and Ernie Patterson were nominated as Chair. Steve Clifton also was nominated but declined. Chuck Brink, Clarence Page, and Ernie Patterson were nominated as Vice Chair. Connie Schaller was nominated as Secretary but declined. Karen Core (UNCG) also was nominated but was deemed ineligible as an alternate.

During a discussion about alternates, Ann Lemmon stated that it is permissible to adopt election rules without changing the bylaws.

It was then determined that alternates may:

- serve on committees
- attend meetings

However, alternates may not:

- vote
- serve as officers
- serve as committee chairs

Furthermore, it was determined that if an alternate attends a meeting on behalf of a delegate, then expenses will be paid by GA. However, if an alternate attends a meeting on their own (not in an official capacity representing a delegate), then the alternate is responsible for their own expenses. Expenses may be paid by the home institution, at the discretion of the home institution.

It was agreed that further considerations regarding alternates would be dealt with by the bylaws committee in the future.

A call for additional nominations resulted in the following ballot:

CHAIR

J.C. Boykin, NCSU
Linda Cole, WSSU
Harold McKeithan, FSU
JoAnne McKnight, UNCA
Clarence Page, NCAT
Ernie Patterson, UNCCH

VICE CHAIR

Chuck Brink, UNCCH
Linda Cole, WSSU
David Enblom, UNCGA
Clarence Page, NCAT
Ernie Patterson, UNCCH
Sheila Perry, ECSU

SECRETARY

Patricia Flanigan, FSU
Suzanne Williams, UNCG

AT LARGE

Linda Atkins, UNCW
J.C. Boykin, NCSU
Chuck Brink, UNCCH
Linda Cole, WSSU
Jonalyn Crite, UNCA
Kelley Eaves Boykin, UNCC
David Enblom, UNCGA
Roger Killian, UNCP
Harold McKeithan, FSU
Joyce Shaw, ECSU
Chevella Thomas, NCCU
Walter Turner, WCU

The first day of the meeting ended at approximately 5:30 p.m. Delegates then were invited and encouraged to attend a reception at Aurora Restaurant.

Tuesday, October 17th

Room 111, Center for School Leadership Development

Leslie Winner opened the second day of the meeting at 8:30 a.m. with a call for additional nominations from the floor. None were offered. She then referenced the open meeting law which requires elections to be conducted openly rather than by secret ballot. Also, she reminded the assembly that only delegates have voting rights; not alternates.

Candidates for Chair left the room. One at a time, each candidate for Chair was given three minutes to address the assembly. Then all candidates returned to the room and a vote was taken.

Boykin	21
Cole	7
McKeithan	1
McKnight	8
Page	2
Patterson	5
Abstentions	4
TOTAL	48

Because no candidate received a majority of votes, the two candidates with the largest number of votes advanced to the second round and another vote was taken.

Boykin	33
McKnight	14
Abstentions	1
TOTAL	48

J.C. Boykin (NCSU) was elected Chair and briefly addressed the assembly.

Next, Leslie Winner called for additional nominations from the floor for the position of Vice Chair. She also asked if any candidates wanted to withdraw their name from the ballot. The ballot was clarified and votes were counted.

Brink	4
Cole	9
Enblom	3
McKeithan	3
McKnight	16
Page	3
Patterson	4
Perry	4
Abstentions	2

TOTAL48

Because no candidate received a majority of votes, the two candidates with the largest number of votes advanced to the second round and another vote was taken.

Cole19
McKnight29
Abstentions0
TOTAL48

JoAnne McKnight (UNCA) was elected Vice Chair and briefly addressed the assembly.

Next, Leslie Winner called for additional nominations from the floor for the position of Secretary. None were offered. She then asked if any candidate wanted to withdraw their name from the ballot. Patricia Flanigan withdrew. At the suggestion of Ernie Patterson, Suzanne Williams was accepted by acclamation to serve as Secretary.

Leslie Winner then called for additional nominations from the floor for four at large positions. An election rule was approved which states that no more than one delegate from any single constituent institution may serve on the executive committee. The ballot was clarified to include thirteen candidates:

- Adkins
- Brannigan
- Brink
- Cole
- Crite
- Eaves-Boykin
- Enblom
- Killian
- McKeithan
- Patterson
- Shaw
- Thomas
- Turner

Delegates were instructed to vote for up to four candidates. In compliance with the open meeting law, delegates were instructed to sign their ballots. Ballots then were collected. The agenda continued while ballots were counted.

At 9:45 a.m., Leslie Winner introduced Andy Willis, Vice President for Government Relations and Erin Schuettpelz, Director of State Government Relations. Andy Willis then facilitated a discussion on the UNC legislative agenda and lobbying by the UNC Staff Assembly.

First of all, congratulations! Congratulations to everyone here for launching the Staff Assembly. And congratulations to J.C. Boykin as Chair. This is my third week here at GA.

I came from NCSU where I served as the Chancellor's Chief Assistant and Legislative Liaison. I also served as liaison to the NCSU Senate. Having served on the staff at NCSU, I consider myself one of you.

I'm here to explain the legislative process in North Carolina. Democrats currently have control of the legislature: House 63-57; Senate 29-21. Governor Mike Easley is a democrat as well. North Carolina is currently the 10th most populous state in the country. However, in the next 30 years, North Carolina is expected to become the 5th most populous state and a battleground state for presidential elections. The political climate is changing. Unaffiliated voter registration is strong and growing. These voters control elections. They are typically age 27-40, middle class, fiscally conservative and socially liberal. These are the people we try to reach.

Approximately 53% of state legislators are UNC alumni (92 out of 170): 36 attended UNCCH, 11 attended NCSU, 11 attended NCCU, and 10 attended ECU. Many new faces in the state legislature are coming from outside. They are supporters of higher education. In a recent voter survey, respondents had an overwhelmingly favorable opinion of the UNC system.

The 2006-07 state budget was our best budget in 20 years. We had no cuts for the first time in five years. We received full funding for enrollment growth and need-based financial aid. We received the largest faculty and staff pay increases in over 15 years. We received an overall 10% increase in authorized spending (\$221 million over the 2005-06 budget). This was an exceptional year; one that will likely not be repeated.

GA works with an Administrative Council (Chancellors), a State Relations Council (campus liaisons/lobbyists), Board of Governors, Board of Trustees, Board of Visitors, faculty, staff, students, alumni, campus networks and friends in industry to develop legislative priorities.

The next legislative session begins in January. The House must elect a new Speaker and initiate a budget. This will probably happen in February or March. Not much business is likely to be accomplished until April. It is expected to be a long session, especially if the margin in the House remains small. Democrats should have control by 6 or 7 votes.

North Carolina is usually the last state to adopt a budget. Many states constitutionally require budget decisions be made before the fiscal year begins. North Carolina has not chosen to do that, although counties must adopt a budget by July 1. This has been done successfully two times in the past four or five years. It's usually close in an election year. The legislature has a small but professional staff. The budget has grown to nearly \$20 billion but the legislature still operates the same way it did in 1975. Our elected body is not representative of the people who live in North Carolina. Most are retired, serve a couple terms, then go back home. Most working professionals can't leave work for seven or eight months to serve in the legislature. It's an institutional problem that needs to be addressed.

Campuses have identified a need for \$400 million. President Bowles is working with the Chancellors to pare down their wish lists. The top two priorities are faculty salaries and need based student aid. The economy is still relatively strong, but we will not see the one time gains this year we saw last year. Instead of a \$200 million surplus, a \$400 million deficit is anticipated.

The lottery is not expected to impact the budget significantly this year. Although a small portion of lottery revenue goes to higher education scholarships (community college and UNC system), the lottery mainly benefits K-12 education.

Faculty are a vital part of our legislative team. Today you will hear from Brenda Killingsworth, Chair of the Faculty Assembly. She will tell you how the faculty are involved. I encourage you to model the Staff Assembly. I also encourage you to get to know your campus liaisons. When we host events on campuses for legislators, be there. I encourage you to develop personal relationships with colleagues and with legislators.

Andy Willis then called for questions.

Q: More than 25 years, University employees were told not to contact GA or legislators directly. What is appropriate now?

A: *The Staff Assembly represents GA. Therefore you may only speak about issues and priorities adopted by the Board of Governors. Don't contact them for your personal issues. Our strength is in our numbers. We need to coordinate our efforts and speak with one voice.*

Leslie Winner added that employees may use state resources (time at work, computer, telephone, etc.) only to speak on items adopted by the Board of Governors. These efforts should be done in coordination with campus legislative liaisons. Individuals, however, have basic first amendment rights which allow them to use their personal time and their personal resources to say what they wish as a matter of public concern.

Andy Willis added that a delegation from NCSU wanted to visit the legislature but their efforts were much more effective when legislators came to campus and stayed for lunch. In the legislative building, there are too many distractions (telephone, email, etc.). But when legislators are able to visit constituents, they are more focused and open. Leslie Winner agreed.

Q: Can a flat pay increase to benefit our lowest paid employees be added to the list of priorities?

A: *Leslie Winner responded that this is an item for future consideration. The key is to organize, coordinate efforts, and speak with one voice. If the entire Staff Assembly can work together to support something like this, it will have greater impact.*

Q: Are there any organizations state employees should join?

A: *Andy Willis responded that the State Employees Association of North Carolina (SEANC) is the most organized external group. However, he's watched the politics of SEANC and noticed*

they have had troubles with the legislature. They have alienated themselves with the Governor, Senate, and House to some degree. They need to work to mend bridges.

Q: Rather than aligning with non-University organizations, wouldn't it be to our benefit to focus on University concerns through the Staff Assembly?

A: *Yes, the University includes a unique cadre of state employees. The concerns of University staff are different than the concerns of other state employees (Highway Patrol, Department of Corrections, Department of Transportation, etc.). Fortunately, GA is an organized group.*

There being no other questions for Andy Willis, Leslie Winner and Ann Lemmon announced the names of the four at large delegates who will serve on the executive committee:

Linda Adkins, UNCW
Chuck Brink, UNCCH
Linda Cole, WSSU
Kelley Eaves Boykin, UNCC

BREAK – @ 10:30 a.m.

Steve Clifton introduced the next speaker, Brenda Killingsworth, Chair of the Faculty Assembly. She is a friend of the Staff Assembly and has provided support and advice to our organization. Dr. Killingsworth then addressed the group.

Thank you, Steve. It's very nice to be here. I've put together a summary of key points. I want to cover the organizational structure of the Faculty Assembly, our history, what we've done right and what we've done wrong, and the progress we've made. When the UNC system came into being, a Faculty Senate was created. Prior to that, there was a faculty advisor committee. In 1972, at the request of President Friday, the faculty was organized into a senate structure. We've been operating that way for 30+ years. Here is my advice to you:

- *Set aside time for chairs to meet regularly*
- *Encourage past chairs to be available as mentors*
- *Say thank you often*
- *Have a consistent presence*
- *Involve committees to build consensus*
- *Work hard; keep producing to move forward and build support*
- *Plan ahead; prepare timelines and establish priorities*
- *Keep it real with anecdotes and personal stories*
- *Work with GA and the community college system*
- *Require routine reports from committees and take minutes at committee meetings*
- *Appoint a chair, vice chair and secretary for each committee*
- *Specify goals and objectives; stay focused*

Following Dr. Killingsworth's remarks, J.C. Boykin addressed the Staff Assembly as Chair. Referencing Faculty Assembly committee information, the Chair facilitated a discussion which established our committee priorities:

STANDING COMMITTEES

Communications and Technology
Compensation and Benefits
Diversity
Executive
Governance
Historically Minority Institutions
Human Resources
Innovations and Initiatives
Legislative Priorities
Planning and Budget
Policies and Practices
Staff Development
Staff Wellness and Morale

SPECIAL COMMITTEES

Best Practices Task Force
Nominations

Referencing Dr. Killingsworth's recommendation that chairs meet regularly, a few questions were raised. Will the chairs continue to meet via monthly video conference? Will the chairs become a committee of the Staff Assembly? An unidentified delegate responded that since the chairs are members of the Staff Assembly under the current bylaws, it would be redundant for the chairs group to exist separately from the assembly. Another delegate strongly recommended the chairs continue to hold informal meetings separate from the Staff Assembly. Another delegate referred to the chairs as a caucus of the assembly. Since consensus could not be reached, the matter was tabled.

Clarence Page asked about the Excellence Institute. The Chair facilitated a brief discussion to address this question and the group reached consensus to continue the Excellence Institute.

Ruth Brill (GA) will follow up with an electronic survey to determine committee assignments.

BREAK – @ Noon

Photos were taken in the lobby. Delegates then ate lunch while new business was discussed.

The next meeting of the Staff Assembly will be held in the spring. Until then, business will be conducted electronically.

NCAT will host a conference for staff March 8th. Details will be announced later.

Delegates were reminded to contact Ruth Brill (brill@northcarolina.edu) with questions about expense vouchers.

The Chair distributed copies of Executive Order 105 which he believes may be the first step to collective bargaining. Ann Lemmon clarified the history and the context of the order. She stated that President Bowles is supportive of staff and an official response to the order is being considered by GA's legal team now.

There being no other business, the meeting was adjourned at 12:45 p.m.

Notes were taken by Matt Banks and Suzanne Williams.
Minutes were prepared by Suzanne Williams.