

UNC STAFF ASSEMBLY
September 25-26, 2007
General Administration, Chapel Hill

Tuesday, September 25th
Board Room, UNC General Administration

CALL TO ORDER

J.C. Boykin, Chair of the UNC Staff Assembly, called the meeting to order at 10:00 a.m. The Chair welcomed new delegates and thanked returning delegates for their service.

ROLL CALL

ASU – Chris Popoola, Stacy Sears, Charlie Wallin
ECU – Paula Daughtry, Wayne Reeves
ECSU – Joyce Shaw, Sheila Perry, Cheryl Leigh
FSU – Harold McKeithan, Patricia Flanigan, Vivian Davis, Sabrina McKeithan (guest)
NCAT – Hap Giberson, Kristie Johnson
NCCU – Ruby Messick, James Abdullah
NCSSM – Sandra Jackson, Connie Boyce
NCSU – Laura Massengill, Gail Willis, J.C. Boykin, Melissa Watkins
NCSA – Jean Marie Gallagher, Debbie Frezell, Jim DeCristo
UNCA – JoAnne McKnight, Jonalyn Crite, Nancy Williams
UNCH – Ernie Patterson, Chuck Brink, Tommy Griffin, Matt Banks (guest)
UNCC – Kelley Eaves-Boykin, Catherine Johnson, Margo Gross
UNCGA – David Enblom, Caroline Francis
UNCG – Scott Milman, Suzanne Williams, David Vaughan
UNCP – Aubrey Swett, Roger Killian, Brenda Jacobs
UNCW – Doug Yopp, Linda Adkins, Susan Gray
WCU – Jed Tate, Walter Turner
WSSU – Sylvia Gwyn, Linda Cole

MINUTES

The minutes of the April 2007 meeting were accepted with one correction: page 10, paragraph 2, EPA list, LaMonica Singleton-Sloan was changed to LaMonica Singleton.

AGENDA

The agenda was accepted.

PARLIAMENTARY PROCEDURE

In the absence of a parliamentarian, the Chair referenced Roberts Rules of Order and deferred matters of procedure to ex officio member Ann Lemmon.

STATE OF THE ASSEMBLY ADDRESS FROM THE CHAIR: 10:20 a.m. – 10:30 a.m.

I have been asked to give a State of the Organization summary, to update the delegates and orient the new delegates as to where we are, how we got here and where we see ourselves going. Just last October, we were 16 separate staff organizations, seeking recognition as a body. We had a proposed charter, proposed bylaws and defined mission statement. What we did not have was the recognition as the voice of the staff, and the acknowledgement of the administration. We were granted that acknowledgement by President Bowles. We are still seeking that acknowledgement from some of the campus organizations.

We are here as a body because some of our predecessors had the forethought to propose our existence and to prepare the way. We first sought recognition from then president Molly Broad, seeking to be recognized as the unified voice of the staff, much as the Faculty has had a voice since 1972. President Broad did not believe as we did, that we needed to be body that conferred with the administration, but should stay as an advisory only to our own chancellors. We persevered. We worked. We prepared for a new opportunity with a new President -- President Bowles. We reached out to him. He reached out to us. We now have a partnership that had been impossible with prior administrations.

The opportunity for staff is unlimited. The day of having a voice at the level of implementation is at hand. We owe a great debt to those who prepared the way. Many are here today and I applaud you.

With the recognition we sought and received came a new challenge: building consensus to unify our responses. Old habits are hard to break. Some campuses have wonderful relationships with their administration. Some campuses have great distrust of their administrations. Some campus staff organizations are strong. Some are very weak. This is where the assembly can be most effective. The assembly can build upon the good relationships and help heal the ailing relationships if given an opportunity.

The chair of the Staff Assembly has been accorded all the recognition, rank and privileges as the Chair of the Faculty Assembly; welcomed by the Chancellors, the Boards of Trustees and recognized by the UNC Board of Governors as the representative of the Staff. As Chair, I have been your voice of council to the Administration. Meeting with Chancellors about your organizations, meeting with UNC Administration Vice Presidents about your issues, and meeting with the UNC Board of Governors chair about your concerns. We do not just have the ear of President Bowles, but the ear of the ruling bodies, about our plights. We have been careful to represent our issues as UNC system issues -- because they are. We have avoided individual campus issues because they are not our issues. We must remember that for us "one size fits all".

We cannot afford to grab a campus issue unless it is a system wide issue. There is an abundance of system wide campus issues.

I have cited where we came from and where we are. Now for where we are going...

Summary of Chair responsibilities and priorities

- *Attend Board of Governors meetings held monthly except July.*
- *Attend Board of Governors committee meetings.*
- *Attend official functions of the Board of Governors such as receptions for new board members, Trustee orientation conferences, black tie dinners, recognition events for new chancellors, inaugurations, special events concerning the UNC administration and Board of Governors, and legislative receptions sponsored by the administration.*
- *Preside over monthly executive committee meetings (video conferences).*
- *Appoint committee chairs (bylaws requirement).*
- *Preside over spring and fall meetings of the Assembly.*
- *Conduct elections at fall meetings.*
- *Meet regularly with President Bowles and his staff.*

Special thanks to the Executive Committee

This year has been most rewarding for the Staff Assembly because of you. There have been many times that we have had to make some hard decisions and take difficult positions, but you have been strong. You have been leaders. I commend you for the many hours, the many meetings, and all the preparations. All have been done with a joyous heart because our cause is just and the benefit for everyone is great. I thank you for your leadership, your input, and your guidance. Your successors will have a smoother path because of you and your efforts. Again, thank you for what you do for the “U” and I say to you “A JOB WELL DONE!”

HR TASK FORCE UPDATE: 10:30 a.m. – 10:45 a.m.

Discussion was held regarding the HR Task Force charge and timeline.

FIVE YEAR PLAN: 10:45 a.m. – 11:30 a.m.

The Chair and Vice Chair JoAnne McKnight co-facilitated a discussion regarding a five year plan for the Staff Assembly. Key areas include:

- Staff Advocacy
- Collective Bargaining
- Training
- Health Care
- Workforce Issues
- UNC Tomorrow
- Unified Support

Discussion threads have been created on Blackboard to facilitate discussion and further development of the proposed five year plan. Delegates are encouraged to post comments and recommendations.

ELECTION PROTOCOLS: 11:30 a.m. – Noon

Being ahead of schedule, the Chair clarified protocols for nominations and elections.

WORKING LUNCH: Noon – 1:00 p.m.

During lunch, Suzanne Williams facilitated a Blackboard training session.

NOMINATIONS: 1:00 p.m. – 1:45 p.m.

After lunch, the Chair called for nominations and several were received:

Chair Elect

Chuck Brink
Kelley Eaves-Boykin
Harold McKeithan

Vice Chair

Chuck Brink
Hap Giberson
Stacy Sears

Secretary

Paula Daughtry

At Large

Charlie Wallin
Suzanne Williams
Roger Killian
Ernie Patterson
Caroline Francis
Chuck Brink
Hap Giberson
Kelley Eaves Boykin
Harold McKeithan
Sylvia Gwynn

Following a brief discussion, protocols and procedures again were clarified.

Wayne Reeves made a motion that all nominations should be closed before voting begins. The motion was defeated (10 yes, 33 no, 1 abstention).

David Vaughan made a motion for two nomination periods: one Tuesday 9/25 and one Wednesday 9/26. The motion was approved (38 yes, 4 no, 2 abstentions).

Kelley Eaves Boykin made a motion for a new roll call prior to elections to determine eligible voters. The motion was approved (43 yes, 1 no, 1 abstention).

COMMITTEE BREAK OUT SESSIONS: 2:00 p.m. – 5:30 p.m.

The Chair encouraged delegates to attend at least two committee break out sessions:

2:10 p.m. – 3:10 p.m.	Communication & Technology Diversity / Historically Minority Governance	Conference Room A Conference Room C Executive Conference Room
3:20 p.m. – 4:20 p.m.	Human Resources / Compensation & Benefits / Policies & Practices Innovations and Initiatives Legislative Priorities	Conference Room A Conference Room C Executive Conference Room
4:30 p.m. – 5:30 p.m.	Planning and Budgets Staff Development Staff Wellness and Morale	Conference Room A Conference Room C Executive Conference Room

Committees were advised to elect new officers, update membership rosters, and post committee meeting minutes to Blackboard.

The Chair invited delegates to attend dinner at 6:00 p.m. at the Weathervane restaurant following the committee break out sessions. He then reminded delegates to reconvene the next morning at 7:45 a.m. for special committee sessions followed by an official call to order at 8:45 a.m.

Wednesday, September 26th
Board Room, UNC General Administration

CALL TO ORDER

Vice Chair JoAnne McKnight called the meeting to order at 8:45 a.m. and delegates were informed that due to illness Chair J.C. Boykin would be absent.

ROLL CALL

ASU – Chris Popoola, Stacy Sears, Charlie Wallin
 ECU – Paula Daughtry, Wayne Reeves
 ECSU – Joyce Shaw, Sheila Perry, Cheryl Leigh
 FSU – Harold McKeithan, Patricia Flanigan, Vivian Davis, Sabrina McKeithan (guest)
 NCAT – Hap Giberson, Kristie Johnson
 NCCU – Ruby Messick, James Abdullah
 NCSSM – Connie Boyce*
 NCSU – Laura Massengill, Gail Willis, Melissa Watkins
 NCSA – Jean Marie Gallagher, Debbie Frezell, Jim DeCristo*
 UNCA – JoAnne McKnight, Jonalyn Crite, Nancy Williams
 UNCH – Ernie Patterson, Chuck Brink, David Brannigan, Tommy Griffin
 UNCC – Kelley Eaves-Boykin, Catherine Johnson, Margo Gross
 UNCGA – David Enblom, Caroline Francis, Lisa Adamson
 UNCG – Scott Milman, Suzanne Williams, David Vaughan*, Ray Carney
 UNCP – Roger Killian, Brenda Jacobs
 UNCW – Doug Yopp, Linda Adkins, Susan Gray
 WCU – Jed Tate, Walter Turner
 WSSU – Sylvia Gwyn, LaMonica Singleton, Linda Cole

**left meeting prior to elections*

ADDRESS FROM PRESIDENT BOWLES: 9:00 a.m. – 9:50 a.m.

President Bowles thanked delegates for their service and invited delegates, along with spouses and guests, to a reception in his home during the Fall 2008 Staff Assembly meeting.

President Bowles is very pleased with the budget this year. His primary goals are (1) to provide financial aid for every student who qualifies for need based aid and (2) to raise average faculty salaries to the 80th percentile of public peer institutions. We are 1/3 of the way to reaching goal #2; we received \$15 million and need another \$45 million to accomplish this objective.

Accountability is a key concern of President Bowles. As a business man he believes in goals, objectives, timelines, and holding ourselves accountable. We need to define what it means for the University to be successful and then figure out how to get there. Success used to be based primarily on enrollment growth but that doesn't make sense. We must focus on our mission: teaching, research, and service. Specific areas of accountability include:

- **Student Success** – we must graduate more students
- **Faculty Accountability** – faculty diversity and faculty productivity are critical issues
- **UNC Tomorrow** – we must meet the changing needs of North Carolina more effectively
- **Facilities** – we must prepare for managed growth by repairing and renovating existing facilities, constructing new facilities, and utilizing all our facilities more efficiently
- **PACE** – operations and administration must continue to be more effective and efficient

- **Private Fundraising** – the state legislature is our primary funding source; student tuition is our secondary funding source; we need additional private support to meet our goals

Upon his arrival to lead the UNC system two years ago, strategic planning was squishy and vague. Now UNC is a member of the National Accountability Network; the only state system to include all campuses in the network.

This has been a good year. We need to thank the legislature for their support, specifically Marc Basnight and Kay Hagan who have been champions for the UNC system.

Joyce Shaw (ECSU) asked if faculty have expressed concerns about online learning.

President Bowles responded that we will never be an online diploma factory like the made up University of Phoenix and other similar institutions. The UNC brand must be protected. The quality of our online offerings must be held to the same standard of excellence as our traditional bricks-and-mortar courses. Online is just a method of delivery; it is not a watered down version of the original. There are currently 96 full degree programs offered online through UNC; more than the University of Phoenix and certainly better quality. The U.S. Navy says we have the best online programs in the country. Doctoral students benefit from taking online courses because it helps them prepare to teach tech savvy students. Also, online courses and degree programs are a significant potential revenue stream.

Chuck Brink (UNCCH) asked if privately raised funds could be used for staff development.

President Bowles responded that the vast majority of fundraising occurs at Chapel Hill and NC State. These larger schools will not be asked to subsidize the smaller schools; all schools need to establish their own fundraising goals and priorities.

Lisa Adamson (GA) asked if successful fundraisers could mentor staff at smaller schools.

President Bowles said yes. Suzanne Williams added that this was already happening via annual UNC system meetings. UNCG hosted the “Strike Up the Brand” conference for university advancement and development staff in May. Chapel Hill is scheduled to host the next one.

Nancy Williams (UNCA) asked what contributed to our success with the legislature this year.

President Bowles responded that we’ve been successful because we’ve worked as a team. Chancellors now work together to determine priorities for the system. Also, our budget used to be a 300+ page report; everything was a priority so therefore nothing was a priority. We are much more efficient now. President Bowles has established credibility with the legislature because he is candid and straightforward. The economy has been strong and that has helped too.

Tommy Griffin (UNCCH) announced his support for the 80th percentile goal for faculty salaries and also supports living wage standards for staff.

President Bowles agreed and asked delegates to gather data and make recommendations.

JoAnne McKnight (UNCA) asked if President Bowles would consider influencing Chancellors to provide support and/or release time to staff leaders serving on the Staff Assembly.

President Bowles responded yes.

Harold McKeithan (FSU) thanked President Bowles for his leadership.

President Bowles appreciated the support and added that he is a risk taker who will continue to push the University forward. He acknowledged his mistakes. He also asked for our help in making informed decisions.

Debbie Frezell (NCSA) asked about staff recruitment and retention priorities.

President Bowles responded that he wants the Staff Assembly and the HR Task Force to make recommendations. He believes career banding is a false promise without funding. Currently he has no flexibility with SPA staff. He understands that some staff do not want to separate from the Office of State Personnel but he needs some flexibility to be able to address our concerns.

Scott Milman (UNCG) asked if the UNC system plans to standardize processes like Banner to leverage our strengths, take advantage of economies of scale, and relieve some of the burdens on the smaller campuses.

President Bowles responded yes, that is the goal.

Wayne Reeves (ECU) asked about next steps for PACE.

President Bowles responded that we need to be more efficient and effective so the PACE initiative will continue. The legislature changes with each election and may not always support the University so we need to prove that we are worthy of their support. We need to reallocate smart savings to areas of high need. We will be transparent in this process; information will be made available to staff.

David Vaughan (UNCG) expressed his concern that some middle management positions had been targeted for elimination. This strategy is flawed because our middle management roster includes financial aid counselor and other necessary functions.

President Bowles responded that each Chancellor has flexibility to make these kinds of decisions at each campus.

President Bowles concluded by thanking staff for their indispensable contributions. He added that his is proud to be part of the staff.

BREAK: 9:50 a.m. – 10:00 a.m.

UNC TOMORROW: 10:00am – 11:00am

Norma Houston facilitated a discussion regarding the University's long range strategic plan. Staff will be integrally involved in this process. For more information, visit <http://www.nctomorrow.org>

COMMITTEE REPORTS: 11:00 a.m. – 11:45 a.m.

Committee chairs gave brief oral reports and then were instructed to post their reports along with committee meeting minutes and other detailed information to Blackboard for follow up action.

BREAK: 11:45 a.m. - Noon

WORKING LUNCH: Noon – 12:50 p.m.

Nominations were re-opened and remained open during our working lunch. Discussions continued regarding protocols and procedures for nominations and elections.

NOMINATIONS AND ELECTIONS: 12:50 p.m. – 2:10 p.m.

A roll call was taken to determine eligible voters (45 total). Each campus may record a maximum of three votes. Alternates may not vote unless they are substituting for an absent delegate. Alternates may not be a candidate for office. Each candidate will have up to three minutes to address the assembly with up to five minutes for questions and answers. Scott Milman volunteered to be the timekeeper.

A motion was made by an unidentified delegate to vote by show of hands rather than by ballot. Chuck Brink offered a friendly amendment to vote by ballot for at large seats only. The motion was approved (43 yes, 2 no).

After a short break, election results were announced:

- Kelley Eaves Boykin was elected chair elect with 32 out of 45 votes.
- Stacy Sears was elected vice chair with 36 out of 45 votes.
- Paula Daughtry was appointed secretary by unanimous acclamation.
- Chuck Brink, Caroline Francis, Sylvia Gwynn, and Suzanne Williams were elected to serve at large on the Executive Committee.

GENERAL SESSION: 2:20 p.m. – 2:55 p.m.

UNFINISHED BUSINESS

The governance committee recommended an amendment to section 2b: selection and terms of delegates. Bylaws changes require a 2/3 majority vote. The motion was approved unanimously.

[HELP... What was the amendment???

NEW BUSINESS

Suzanne Williams recommended the governance committee amend the bylaws to include committee chairs on the executive committee.

Ernie Patterson posted information on Blackboard regarding tobacco free campus policies.

Nancy Williams asked for a copy of the letter sent from President Bowles to the Chancellors regarding PACE. Ann Lemmon agreed to follow up.

REMARKS

Ruth Brill reminded delegates to gather for photos after the meeting.

Kelley Eaves Boykin thanked everyone for their support and announced she is looking forward to serving as chair elect.

ADJOURN: 2:55pm

There being no other business, the meeting was adjourned at 2:55 p.m.

The Executive Committee met immediately following the Staff Assembly meeting.

Minutes respectfully submitted by Suzanne Williams.