

October 12, 2010
UNC System Staff Assembly Minutes
Chapel Hill, North Carolina

Chair Kelley Eaves-Boykin introduced President Bowles. President Bowles stated that he did not come to the university as an educator and he is not leaving as an educator, he is staff. He said without the staff, nothing good at this university could ever happen, which is why he formed the UNC Staff Assembly. He considers it the one good thing that he has done. This assembly has kept him from going down the wrong path several times and he'd like the assembly to continue their work with President-elect Tom Ross. He said, keep working, keep this university going, and he then thanked the assembly for what they have done. Janet Royster asked President Bowles where he would like the assembly to "go" in the future. He responded that he'd like the assembly to come together annually to set some goals and timelines, meet with the President and make sure he or she understands where we are and where we want to go. He was asked what his plans are for retirement, and he responded that he will try to spend time with his wife and 8 grandchildren (almost 9) under five. He will try to focus on his family, get involved in things in Charlotte. He was asked what President-elect Ross will think of the staff assembly, he responded that the assembly will just love him. He responded to a question about the potential cuts in the near future, and he said unfortunately, the next round of cuts will be on the academic side. The system can withstand a ten percent cut, but anymore will hurt the university.

Kelley thanked President Bowles for leadership commitments and dedication to the University of North Carolina Staff Assembly. Kelley presented a plaque to him from the staff assembly as thanks. Next, she said that the UNC Staff Assembly is awarding one of our delegates with a staff service award and will name it for Erskine B. Bowles. Chancellor Ponder from UNC Asheville helped present this award. See attached awardees' information.

Adam said that he has tried to humbly help humanity and as Mother Theresa said, "Give until it hurts" and he did with the bone marrow donation. President Bowles stated that he is honored that they assembly named the award after him as he considers the ability to perform public service the greatest opportunity any individual can have.

Kelley introduced Chancellor Ponder as one of her mentors who she asked to be the first chancellor to address the assembly. Chancellor Ponder offered numerous examples of how she as a chancellor works with staff that are relatively inexpensive but very rewarding. She meets periodically with the chancellor's advisory committee (CSAC). She conducts "all campus" meetings and historically more staff than faculty attend, but faculty attendance is increasing. Recently these meetings have focused on the budget. She offered up some of the things that her campus is considering. UNC Asheville is investing in professional development.

The meeting was officially to order at 10:03 a.m. by Kelley and she welcomed everyone.

Debbie Robertson took roll. There were 52 delegates present (in person and on video conference).

Steve Carlton made a motion to approve the agenda, seconded by Chuck Brink and approved.

The Chair then called for a motion to approve the minutes from the August, 2010 meeting.

There were several corrections to page three and omissions. Amanda Balwah made this motion seconded by London Mickle. They were accepted with the noted corrections and the minutes were approved.

Kelley reminded the delegates of Parliamentary procedures. Kelley appointed Janet Royster as Parliamentarian for today. Kelley read the UNC Staff Assembly Mission.

Chair Report

Kelley asked the delegates to think about what being on the Staff Assembly means to them - has it been a help or a hindrance – where do they see themselves in their families – their jobs and in the Staff Assembly – where is their commitment and are they ready to do their part and put real action behind our action plan? The action plan for this year will be the same as last year with a different approach; she challenged the leaders to be better more efficient and effective leaders and then challenged the entire Staff Assembly to be the same. She charged the committees to do their work to support our mission.

Kelley told the assembly what she expects from each of the committees and what she will need the committee to work on for the upcoming year. The Staff Assembly delegates are all great elected leaders. She asked the assembly if they are ready to put real action in our action plan.

Governance Committee Report:

Chris Miller gave the committee report. The committee had done a lot of work on the bylaws to make them more relevant to the organization. The changes are attached to these minutes. The bylaw reconfirmations were accepted unanimously.

- Article 2 Section A was (motion to accept made by Janet Royster, seconded by Alan Moran) approved by acclamation.
- Article 2 Section B (motion to accept made by Nancy Jones, seconded by Bonnie Derr) approved by acclamation.
- Article 3 Section A was (motion to accept made by Alan Moran, seconded by Steve Carlton) approved by acclamation.
- Article 2 Section C was (motion to accept made by Sissy Larue, seconded by Michele McIver-Bell) approved by acclamation.

- Article 3 Section D was (motion to accept made by Sissy Larue, seconded by Adam Reagan) approved by acclamation.
- Article 4 was (motion to accept made by Steve Carlton, seconded by Bob Charlebois) approved by acclamation.
- Article 8 (motion to accept made by Amanda Balwah, seconded by LaMonica Singleton) approved by acclamation.

The Governance Committee is also working on a procedures manual. They will begin using the template that was sent out to the assembly. The delegates were asked for their suggestions as to the content and arrangement of the manual.

Nominating Committee Report–

Michele McIver Bell gave the committee report. Nancy Jones thanked the current officers. She presented the candidates for office. There are six offices that are to be filled. There were two nominees for Chair-Elect: Chuck Brink and David Burns. There were no nominees for the Secretary/Treasurer position. There was one nominee for Communications Officer position: Adam Reagan. There was one nominee for Parliamentarian position: Janet Royster. There were no nominees for the At-Large delegates' positions. There was a motion to suspend the election rule which was created in 2006 that stated that only one person on each campus could serve on the Executive Committee at the same time. The assembly voted by acclamation to suspend this rule (not a bylaw change). After the rule was suspended, there were two nominees for two At-Large Delegate positions: Bonnie Derr, and Margo Gross. All other positions were then reopened in case someone else would like to now run due to the suspension of the 2006 election rule. There were no further nominations for any of these positions.

Working Lunch:

There was a break for a working lunch at 11:48 AM. The following committees met during this time Budget and Planning, Communication and Technology, Governance, Human Resources, Nominating and Staff Development.

The meeting reconvened at 1:35 pm

Roll was taken. There were 52 delegates present.

Staff Assembly Recognition: Kelley presented certificates to all the delegates who are matriculating off the assembly

Candidates Speak and Elections:

There was a discussion on whether to use paper or oral ballots for the elections. It was decided that the elections were to be conducted by paper ballot for people in the room and vote by text message or email for the people on the video or telephone. It was determined that

there was a quorum present. All candidates for office gave a two minute speech on “who” they are and why he/she would like the position. The delegates on video conference sent in their votes by email and telephone text message to their campus chair.

Officer Installations:

The following slate of officers were elected and installed:

Chair Elect: Chuck Brink
Communications Director: Adam Reagan
Parliamentarian: Janet Royster
Secretary/Treasurer: none
At-Large Delegates: Bonnie Derr and Margo Gross

Committee Reports:

Budget and Planning – Teresa Prevatte gave the report for the Budget and Planning Committee. The committee has posted several travel reimbursement documents on the Staff Assembly website under the forms tab. Juanita Fitts will be looking into a possible way that the assembly can collect money for the scholarship program.

Communications – Adam Reagan gave the report for the Communications Committee. He stated that the committee will be working as three separate working-groups. The newsletters will be used as a vehicle to highlight one campus at a time and as a way to highlight what is going on around the state on the campuses. It will be shared electronically.

Human Resources (HRDB) – Chuck Brink gave the report for the HRDB committee. There are only five members on the committee and could use additional members. There is a common thread of equity to the items that they want to work on this year.

Staff Development – Amanda Balwah has a new larger committee and they will focus on four areas: scholarship, wellness, community service, and training and staff development. They are researching and brainstorming ideas to help them focus on these four areas. They are going to try to communicate as a committee in alternate ways other than video-conferencing.

Campus Chairs – There was no report.

Campus Updates –

Each campus chair was given two minutes to give an overview of what they are doing on their campus. The detailed highlights of each campus will be posted on the website.

General Session of the Assembly:

Unfinished business:

There was none.

New Business:

There was a question about the budget and possibility of a massive reduction in force. There was a suggestion that the assembly compile a FAQ sheet to send out to staff so that they can make informed decisions if they are RIF'd. Kelley reminded the assembly the staff should be on the campus committees which develop with the campus furlough policies. The staff was directed to become informed about their own campus' RIF policies. If the delegate is SPA they can read the information on OSP's website. Delegates were reminded to contact their legislators (on their own time) to express their concerns about issues in front of the General Assembly.

Adjourn:

The fall meeting of the UNC Staff Assembly was adjourned at 3:35 PM.

Respectfully Submitted,
Debbie Robertson
Past Secretary/Treasurer
UNC Staff Assembly