University of North Carolina Staff Assembly		Staff Development Committee April 12, 2011
Committee Co-Chairs Amanda Balwah, UNCSA Tonya Amos, WSSU	**Last Meeting Date:** April 8, 2011	**Delegates in Attendance** Kathy Mueller, NCSSM Cathy Ziegler, ASU
Next Meeting Date: May 13, 2011 **Time:** 3:00 – 4:00 p.m. via phone conference		

KEY POINTS

- Four ad-hoc committees were formed to address the committee's focus areas:
  - Staff Scholarship
    - Still in the process of doing research and collecting information from the campuses that have successful staff scholarships in place. What are the criteria? Is the Staff Council/Senate responsible for approving applicants? Are donations from staff only, or have corporations and businesses assisted with the collection of funds? Is the scholarship endowed?
  - Community Outreach
    - Several campuses have expressed 'burn-out' related to donation related projects. We are exploring outreach initiatives that focus on the donation of time and skills.
      - Focus on community-based nonprofits that are in close proximity to our universities.
      - Relationships with the neighborhood public schools; utilization of community service hours for mentoring and tutoring.
  - Wellness Initiative
    - Walking initiative on individual campuses – minimal cost associated with marking off a 1-mile loop.
  - Training/Staff Development
    - Staff-training-staff
    - Collaboration with other UNC system schools that are in close proximity – sharing resources.
    - Partnerships with community colleges for tuition waiver opportunities and cross-training.
    - Workplace violence training on every campus.
- A 2-year action plan will be developed in order for the committee's work to continue to gain momentum during transitional periods.
- A special thank you to Cathy Ziegler from Appalachian State for maintaining our committee's working document of best practices.

RECOMMENDATIONS AND RATIONALE

None at this time

RECOMMENDATION	RATIONALE

ITEMS REQUIRING DELEGATES ASSISTANCE

Item	Action Items	Contact(s)	Due Date
1.	Best practices related to scholarship criteria, selection and maintenance are needed from the individual campuses.	Amanda Balwah Tonya Amos	May 2, 2011
2.	Information from UNC-Asheville about their relationship with the local community college.	Amanda Balwah Tonya Amos	May 2, 2011
3.			
4.			
5.			

ADDITIONAL INFORMATION:

None at this time