

**University of North Carolina Staff Assembly
Combined Executive & Chairs Committees
21 May 2012 – 8:00am to 9:30am**

Present: Executive Committee: Charles “Chuck” Brink, Pernel Bartlett, Adam Reagan, LaRee “Sissy” Hendricks, Katherine Sbarbaro, Andrea Branch-Jacobs, Bonnie Derr, Jason LaVigne, Kelley Eaves-Boykin.

Chairs Committee: ASU-Katherine Sbarbaro, ECU-Mary Susan Williams, ECSU-Pernel Bartlett, FSU-Byron Riddick, NC A&T SU-Albertina McGirt, NCCU-Daphine Richardson, NCSS&M-Lisa Griffin, NCSU-David DeFoor, UNC-A-Lane Brown, UNC-CH-Jackie Overton, UNC-C-Angela Gay, UNC-GA/UNC-TV-Bonnie Derr & David Enblom, UNC-G-Stacy Kosciak, UNC-P-Andrea Branch-Jacobs & Edward Locklear, UNC-SA-Nyambi Shannon, UNC-W-Amy Ramsey & Cindy Retchin, WCU-Jason LaVigne.

Also present: UNC-GA Liaisons – William Flemming, Ann Lemmon, Keith Dupuis, Debbie Robertson.

The combined meeting of the UNC Staff Assembly Executive Committee and Chairs Committees was held on Monday, May 21, 2012, at 8:00 a.m., at the UNC-GA Administration Building, the Chair and the Secretary being present, the meeting was called to order.

The chair provided an update from the April meeting of the UNC Board of Governors. The BOG approved the “Guiding Principles” document, which was then forwarded to Senator Stephens. The document will be attached to the UNC Board of Governors Personnel Authority proposal.

The chair yielded the floor to the vice chair to lead the discussion regarding progress on the “Best Practices” document. Draft document was distributed to all campus chairs prior to the meeting. Some chairs are unclear about the difference between policy changes and best practices. The difference was defined as follows: a policy change is related to “things we are not doing but want to do;” a best practice is related to “things we are already doing, but can do better.” Chairs were encouraged to submit as many best practices as possible so that the broadest possible discussion can take place within the Assembly; best practices, regardless of the source, are the basis for making new policy recommendations. The goal is to make the UNC system “one of the best places in the country to work.” Each area/category of the document was reviewed. Some areas of overlap were identified. Policies controlled by state and/or federal legislation should be given lower priority due to the difficulty of effecting change in those areas. The Benefits section (submitted by ECU) was noted as a “good example” of the way information should be structured for the document. Flexible Scheduling: both UNC-Pembroke and the NC School of Science and Math shut down their whole campus at 12 noon on Friday during the summer – it has been a big morale booster. ECU did the same thing until they were informed UNC-GA had issued a directive that, “because campuses were public institutions, they were not to be shut down” during regular business hours. Mr. Fleming shared that UNC-GA had never issued a directive prohibiting campuses from changing their business hours. Fayetteville also allows flexible scheduling in the summer months. Educational Opportunities: the Arizona system offers the best benefit for the lowest cost, and policy also covers dependents, domestic partners and their dependents, retirees, etc. RIF and Separation: methods to match RIFed employees with vacancies should be implemented university-wide. At-will and Due Process.

The meeting was adjourned at 10:00 a.m.

Katherine Sbarbaro
Secretary

Next regular quarterly meeting of the UNC Staff Assembly Executive Committee will be Wednesday, 13 June 2012, at 2:00 pm via videoconference.