UNC STAFF ASSEMBLY
EXECUTIVE COMMITTEE
November 14, 2012
Video Conference

2:00 – 2:05 **Welcome – Chuck Brink**

2:05 – 2:10 **Roll Call – Mandee Lancaster**

Quorum established – 7 members present

Position	Name	Present	Date
Chair	Chuck Brink	1	11/14/2012
Chair-Elect	Susan Colby	1	11/14/2012
Vice Chair	Pernell Bartlett	0	11/14/2012
Communications Officer	Mary Susan Williams	0	11/14/2012
Parliamentarian	Sissy Hendricks	1	11/14/2012
Secretary/Treasurer	Mandee Lancaster	1	11/14/2012
At-Large Delegate	Albertina McGirt	0	11/14/2012
At-Large Delegate	Byron Riddick	1	11/14/2012
At-Large Delegate	Jason Lavigne	1	11/14/2012
At-Large Delegate	Patrick Jones	1	11/14/2012
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Liaison, UNCGA	Ann Lemmon	0	11/14/2012
Liaison, UNCGA	Debbie Robertson	1	11/14/2012
Liaison, UNCGA	Keith Dupuis	1	11/14/2012

2:10 – 2:15 **Approve Minutes – Chuck /Mandee**

Send 10/16 minutes to listserv for approval – Mandee

Approved via email

2:15 – 2:20 **Approve Agenda – Chuck Brink**

Motion to approve: Mandee Lancaster

Second: Byron Riddick

Agenda approved

2:20 – 2:30 **Chairs' Report – Chuck Brink**

Susan introduced around GA and attended BoG meeting

Strategic planning advisory group committee meets next Tuesday

31-32% degree attainment goal (transfers from community college, high school seniors, military, left and coming back to finish) we are at 26% currently

BoG meeting: NCSSM featured having 9 students participating in a science competition including national recognition for a project; P&T committee staff policies and benefits – Brink spoke about healthcare and BoG understanding that our plan is not great; discussions about faculty and staff possibly removed from SEHP and get our own for the UNC system; rate increases in July 2013 and will continue to increase under this system

Colby – BoG meeting interesting and enlightening to see processes work at that level; new members who are assertive and appear to be used to getting their way and will push and question until they get what they want or what they want to hear; individuals want to be helpful to university employees and it is evident in the committee discussions

Mr. Fennebresque chair of Promotion &Tenure committee on BoG

Explanation of performance funding

Chair's full report to be in newsletter

2:30 – 2:40 Administrative Report – Ann Lemmon (pass)

2:40 – 3:30 New Business – Chuck Brink

1. Update & approve SA (Staff Assembly) position statement on Personnel Authority

   From September, statement on SB-575 was changed to remove language about the actual bill and passed

2. Set Goals for 2013 (See attachments)

   Best Practices and Principles Document completed by January 2013 to prepare for possibility of change

   Community Service focus continues – Have a Heart Campaign in February 2013

   Further shared governance on each campus – faculty, staff and students coming together to support each other in the process of change and to make change; be at the table for initiatives, administration searches

   Hendricks suggests team building activities for the Staff Assembly or a retreat – Colby and Lancaster to work on this

   Colby additional goal – to increase the amount of scholarship to $30,000 and to complete the application and award process

Motion to add fourth goal and accept goals for 2013: Byron Riddick

Second: Jason Lavigne

Dupuis discussed relationships with HR departments on the campuses; Staff Assembly is on HR Council's radar and they are aware that we are a strong body and are great at communicating to the members; HR Council wants to have at least one overlapping meeting with the leadership of the Staff Assembly

3. Victims of Disaster Resolution from HRDB committee

Discussion of resolution; remove General Assembly in first section; Dupuis recognized that employees are not able to use their community service leave or sick leave to help in this situation; review EPA and SPA policies; Hendricks states that the language is too complicated; Colby thinks we should be able to use any type of leave during a disaster; Executive Committee to edit and get it back to HRDB committee via online communication

3:30 – 3:45 **Committee Reports**

Governance – Sissy Hendricks

Next meeting is 11/26 to discuss chair-elect change in wording and other manual changes; only have the Secretary/Treasurer to complete

Governance committee to be responsible for keeping COI documents up to date each year – Governance to come up with procedures for that

Communications & Technology – Mary Susan Williams

No report because absent. Getting brought up to date by Adam Reagan.

Staff Development – Susan Colby

Discussions about how to create a "How-To" guide for the golf tournament

Working on scholarship application and award process

Need to get a location and date finalized soon for golf tournament

Ideas to raise more money and involve more people – have a full field of 120 players by filling rest of field (above set teams) by staff teams from campuses at a discounted per person rate

Have hole sponsors from each campus – more details to come

Campus Chairs – Pernell Bartlett

Absent, but continues to push to get the best practices document completed

HRDB – Albertina McGirt

Absent, no report provided

Compiling Best Practices and Principles document to be presented to SA in January

Wrote Victims of Disaster Resolution

3:45 – 4:00 **Old Business**

Announcements

Open Discussion & Adjournment

Has Nominations and Elections committee received a member from each standing committee? Pernell to follow up as he is responsible for committees.

Colby asked about frequency/existence of meetings with faculty, staff and student governments.

Brink and Colby met with faculty and student counterparts at last BoG meeting

Motion to adjourn: Sissy Hendricks

Second: Byron Riddick