



*Progress is Moving Forward by Working Together . . . . .*

<http://www.stafforg.uncc.edu/>

**UNC - CHARLOTTE**  
**The Executive Committee of the Staff Organization**  
**Meeting Minutes**  
**October 11, 2006 – 9:00 a.m.**

The Executive Committee of the Staff Organization met on the above date and time in the Chancellors Board Room, Reese 5<sup>th</sup> Floor.

**Officers present were:** Stevan Clifton – President, Margo Gross – Vice President, Terry Setzer – Secretary and Mark Beam – Treasurer.

**Representatives present were:** Diana Gann (Area 1), Jodi Turner (Area 2), Debbie Myers (Area 3), Kelley Eaves (Area 4), Charlie Donehue (Area 5), Teresa Cleveland (Area 6), Kathy Burgess (Area 7), Jenna Duncan (Area 8), Cynthia Weber (Area 9), Angela Allen (Area 10), Noella Paquette (Area 11), Joann Pearson (Area 12), Sherry Bruce (Area 13), Allison Craven (Area 14), Charles Kraus (Area 17), Dixie Airey, (Area 16), Melody Harris (Area 17)

**Alternates present were:** Beverly Starcher (Area 12), Officer Craig Nance

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**Call to Order & Welcome – Steve Clifton, President**

**Approval of September 13, 2006 Minutes**

Minutes approved by email.

**Treasurer’s Report – Mark Beam**

	<i>Income</i>	<i>Expense</i>
9/12/2006 Recognition Plaque for S Scott, 2004 Staff Organization President		<b>63.00</b>
10/10/2006 Ice Cream for Fall Break Staff Lunch Break		<b>44.40</b>
10/10/2006 Copy charges for flyers for FBSLunch Break		<b>14.57</b>
10/10/2006 AV Technician for FBSLunch Break (\$18/hr X2)		<b>36.00</b>
<i>More Accurate, but Estimated Remaining Balance</i>		\$552.69

**Community Policing Report – Officer Craig Nance**

Officer Craig explained the circumstances regarding incidents that have occurred in the areas around campus. The crimes reported occurred in parking lots and retail areas around the campus and happened during the 9:45pm-5am time. Victims were alone for the most part and on occasion there were two. Juveniles or adult are shown as the ones who committed the crimes and they would catch their victim off guard.

This information was provided to us so that everyone can be aware that the crimes being committed are off campus and Campus Police are aware of the problem areas.

## **President's Report – Steve Clifton**

October 11, 2006

- I have continued attending the Budget Review meetings
- I participated in the Staff Recognition Luncheon
- I participated in the Staff Recognition Breakfast
- Attended the Chancellors Reception for Staff Appreciation Week
- Met with the new Associate Provost for Academic Services, Dr. Cynthia Wolf Johnson. Briefed her on the Staff Organization and staff issues on campus
- Attended and enjoyed the One Man Bluegrass Concert.
- Worked on the up coming Staff Assembly meeting

## **OLD BUSINESS**

### **UNC Staff Assembly Video Meeting- Steve Clifton**

**The meeting scheduled for 10/13/06 -10:30 am in 126 Fretwell has been cancelled.**

### **Staff Assembly Update– Steve Clifton**

All 16 institutions and the General Assembly have delegates. Reviewing the bylaws needs to begin so they can be updated accordingly.

### **Bluegrass at Lunch – Sherry Bruce**

“The One Man Bluegrass Band” that performed for the Staff Organization event on October 10, was a success. Everyone that attended enjoyed the music and ice cream for dessert. Suggested we use him again possibly at another event.

### **Race For The Cure: - Margo Gross**

Had 140 participants from the University with 55 of those being students who met at the Chancellor's residence where vans were used to transport everyone downtown. “NORM” and the university cheerleaders, Mrs. Dubois, The Provost, Dean of Health & Human Services were among those who participated in the walk event. The University would like to double this number for next year's event. Several organizations, fraternities' will try to prepare this year for the event next year. There were 12,000 participants in the event this year. . After the event, UNC Charlotte team participants were invited to return for brunch as guests of the Chancellor and Mrs. Dubois.

### **UNCC Staff Excellence Institute – Steve Clifton**

This video series is held every Monday & Friday from 12:00-12:50 in 126 Fretwell. Everyone is encouraged to attend these series. Last week was on Career Banding which was very informative. Please let Steve know if you plan on attending

## **OTHER:**

None was presented.

## **NEW BUSINESS**

### **Homecoming 2007 – Melody Harris**

Melody asked if there were any other members who would like to help with homecoming. Jodi and Angela have offered to help when they can. Cynthia Weber suggested that a different contest be considered this year due to comments she has received from working on the committee last year. A chili cook off has been suggested along with office decorating. Jodi suggested that for health factors, it should be checked into to see if there are any restrictions.

### **Meeting with Chancellor Dubois:**

Steve presented the Chancellor with a Staff Organization T-shirt. Chancellor Dubois at this point briefed everyone on the following:

Center City Classroom – Working on getting this project started, have been dealing with issues involving City Neighborhood Development Plan. Aim is to have an architecture firm hired within the next 6 weeks. Completion date is projected for 2010.

Working with budget and preparing the open discussion with UNCC President Bowles that will be held on Oct. 19 in Cameron 101. Will begin at 12:45 pm

Regular budget in good shape; money is available for Faculty & Staff increase, building planning money, furniture for some of these buildings, etc.

Student Union should break ground in the spring with parking deck being completed at that time. Involved in Lite Rail for Charlotte, therefore presented a speech in its behalf.

Campus Crime – meetings scheduled with member(s) Charlotte Police force and Campus Police and others to address this problem. He noted that the crimes are occurring outside of the campus area.

Students will be holding a SAFE WALK and from this will present areas that they feel needs more lighting, security, etc.

Thanked Margo Gross for her hard work with the RACE FOR THE CURE and hopes next year will be even bigger.

In regards to future projects there will be an additional research building, a large academic support building which could be located where the current Macy and Denny buildings are.

### **QUESTION/ANSWERS:**

Jodi commented in regards to how well the traffic light at the east deck is working with controlling the traffic.

The Chancellor replied that the new campus entrance is expected to begin the summer of 2007; the widening of part of Cameron Blvd. has begun, and \$80,000 in tree replacement has been allotted for campus.

Joann from Facilities Management asked about outsourcing for housekeeping and grounds.

He replied that to his knowledge there is no outsourcing planned for those areas. Stated that it was arranged by Chancellor Woodard to use an outside vendor for the grounds at the Chancellor's residence but this could change due to service rendered not good.

Jodi stated that with Accounts Payable preparing to use Banner, it is causing problems.

Stated that is being worked on and that there are 6 teams that will be attending continuing education classes on Process Reform to help them in the move to Banner which in turn should help them in assisting with problems that occur.

Charlie from Facilities Management expressed concern in regards to the new purchasing program for their supplies which seems costly with the supplies not being received in a timely manner.

Chancellor stated he wasn't familiar with this, but would check into it.

Charlie also asked about the Range Revisions that the State Personnel Commission enacted in late 2005/early 2006 regarding the trade job families, but the employees did not receive a pay increase as a result.

Stated no money allowed from the state to implement the increase. Mark Beam clarified that to get the increase it would have to come from local money, that the state did not provide a pot of money to cover these expenses

Joann stated there is a high turnover in her area and why does it take so long to hire employees?

Replied that the applicant and job requirement possibly are not a good fit and suggested that Gary Stinnett from Human Resources meet with them and explain this process for a better understanding.

The Chancellor noted that all his recommendations, budget concerns, etc can be seen in the Chancellor's Hot Box located on the home page of the UNCC web site.

**OTHER**

None was presented.

Meeting was adjourned at 10:30am.

The next meeting will be held November 8, 2006 in the Chancellors Board Room, 5<sup>th</sup> floor Reese, at 9:00 a.m.

Respectfully submitted,  
Terry Setzer, Secretary  
Executive Committee of the Staff Organization