



Progress is Moving Forward by Working Together

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

UNC - CHARLOTTE
The Executive Committee of the Staff Organization
Meeting Minutes
October 10, 2007 – 9:00 a.m.

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

Officers present were: Margo Gross-President, Vice President –Dixie Airey, Terry Setzer-Secretary

Representatives present were: Jodi Turner (Area 2), Catherine Johnson (Area 3), Kelley Eaves (Area 4), Teresa Cleveland (Area 6), Kathy Burgess (Area 7), Alice LaRocca (Area 9), LynLee Troy (Area 10), Melanie Hill (Area 11), Joann Pearson (Area 12-1st & 2nd shift), Dorothy Knotts (Area 12-3rd shift), Sherry Bruce (Area 13), Allison Craven (Area 14), Charles Krauss (Area 15 Zone 2), Ann Benson (Area 17)

Representatives Absent without notice: Charlie Donehue (Area 5) and Reedena Newlon (Area 8)

Absent with notice: Diana Gann (Area 1), Ronnie Bell (Area 15), Sarah Coffey (Area 16) and Melody Harris, Treasurer

Alternates present were: Carla Flowers (Area 1), Tim Smith (Area 15), Pat Espinoza (Area 16)

Guests present were: Captain Jon Hawn, Campus Police, Jesh Humphrey, Assistant General Council

Call to Order & Welcome – Margo Gross, President

Approval of September 12, 2007 Minutes

Minutes were approved by email with a motion presented by Sherry to accept minutes, with 2nd by Catherine

Treasurer’s Report – Melody Harris

ACCOUNT TOTAL	737.99
Transactions Not Yet Posted	
Chartwells - food for last meeting of the year	42.00
Mileage Reimbursement - Allison Craven (Pinnacle Amusements)	25.07
Total transactions not yet posted	67.07
Estimated remaining balance	670.92

Community Policing Report –Captain Jon Hawn

There are still reports of larceny so we were advised to notify everyone to keep their doors locked and/or their pocket books placed in a secure area.

Question was given regarding the inmates cleaning up near the baseball field area in reference to safety. Told these inmates are minimum security and are supervised while performing this type of work near the University.

Committee was also advised to be aware of identity theft and to check with our various financial institutions and credit agencies to make sure all precautions have been taken.

President's Report – Margo Gross

I attended and/or participated in the following events attended since the September Staff Organization meeting:

- Meet with Gary Stinnett and Jesh Humphrey to discuss the upcoming no smoking policy.
- Participated in the Statewide Staff Assembly Chairs teleconference.
- Attended the Staff Recognition table games tournament.
- Attended the Statewide Staff Assembly meeting in Chapel Hill.
- Emceed the annual Staff Awards Luncheon and Breakfast.
- Attended the Chancellors Reception.
- Met with the Chancellor to discuss the Staff Organization budget and what our committees have been working on over the past couple months.

Old Business:

Staff Assembly Update– Kelley Eaves

Kelly has been elected to serve as Chair Elect for the Staff Assembly. Will meet on Friday, October 12th with the Board of Governors and Margo supplied everyone with the 5year plan. A recap of the Statewide Assembly meeting was emailed to everyone. Catherine also reported that she was impressed and enjoyed her first meeting. Catherine added that President Bowles was examining a summer pilot program to arm incoming freshman with the three "R's". He also would like fundraising expert institutions to mentor those institutions who need to be more successful fundraisers

Staff Recognition Week Update –Dixie Airey for Melody Harris

The Table Games Tournament was a success. We had 30 people to register and 28 to play. Games were UNO, Spades and Bunco. All of our participants suggested that we make this an annual event.

The Staff Recognition Week kickoff event was also a success. The event was moved to the Cone Plaza in hopes of getting more traffic.....and it did! ☺ It was evident that we made the right choices with our credit from Pinnacle Amusements. Dixie added that the Suggestion Box received requests for hotdogs and drinks. Committee may need to look at serving these for the next event.

Chancellor's Reception remarks received were as follows: lines were too long, and there was a back-up for name tags. Some stated they were told they may not attend again due to the long lines and not being able to get to the food before having to return to their office.

Komen Race for the Cure – Margo Gross

Margo stated there was close to 150 people representing UNC Charlotte. The Chancellor participated in the race also and was amazed at the participation. A brunch was served for those who returned to the Chancellor's home. Everyone was supplied with a hat and hope to be able to supply shirts for next year.

New Committee Reports –

Employee Tuition Waiver/to family voucher – No report

Defined Benefit Packet for Staff – No report

Employee Book Loan Program – No report.

Employee Fitness Improvement – Allison Craven

Waiting on Sophia to update her survey and an answer from Kim Harris regarding sending this survey to faculty as well as staff.

NEW BUSINESS

Legislative smoking ban/UNC Charlotte Campus action – Jesh Humphrey, Assistant General Council

Jesh explained there's a Senate Bill that grants legislation to regulate smoking on UNC campuses. Beginning January 1, 2008 there will be no smoking in any state owned, leased or rented facility. The University has discretion as to whether to prohibit smoking in the area up to 100 linear feet from any building. Residence Halls will become smoke free in Fall 2008.

Suggestions have been made to have designated smoking areas throughout the campus. After a brief discussion the committee was asked to review the information handed out and submit recommendations, concerns, suggestions, etc. as a committee to the Chancellor. Margo asked everyone to review information, ask fellow employees for their input and come prepared to discuss at the November meeting.

Approval of 2008 Holiday Schedule – Margo Gross

A copy of the 2008 schedule was emailed to all committee members to review. Motion was entered by Catherine to accept Holiday Schedule as given, 2nd by Allison. Passed unanimously.

Homecoming events – Margo Gross for Melody Harris

Program Proposals are due October 17. Last year the committee hosted chili cook off and office decorating. It was agreed to sponsor the same programs this year. Suggestion was given that to receive a ticket to taste the chili you need to bring a non-perishable item(s) for Loaves & Fishes. Dixie asked if anyone else would like to serve on the committee and Catherine stated she would.

Organization name change – Dixie Airey

The Executive Committee was in the process of reviewing Staff Organization web page for updates when it was discovered that the Constitution and Bylaws are hard to understand due to the word usage of Executive Committee and Staff Organization. After reviewing other universities websites and much discussion it was decided that the wording needed to be changed as follows:

Staff Organization or Staff: Proposed: The term "*staff organization*" would refer to the staff-at-large of UNC Charlotte. By using all lower case letters, this term is more likely to be interpreted to be a 'body' or entity and less likely to look like a committee or organization. The term "*staff*" would include any full-time or part-time employee (SPA or EPA) that does not hold faculty rank. This name could be used interchangeably with '*staff organization*'.

Staff Council: Currently know as *Executive Committee of the Staff Organization*. Proposed: The term "*Staff Council*" should refer to the combined group of representatives from designated areas as defined in Article III of the bylaws and the executive officers as defined in Article IV.

Executive Board of the Staff Council: Currently know as *Executive Committee of the Staff Organization*. Proposed: The term "*Executive Board*" or *Executive board of the Staff Council*" would refer to the president, vice president, secretary and treasurer as defined in Article IV of the Bylaws.

Discussion followed and Dixie asked for a motion to accept proposed changes above. Jodi entered the motion to accept proposed changes as stated and 2nd by Sherry. Passed unanimously.

Addition of a "Do You Have an Issue" page to the Staff Organization website – Margo Gross

Margo presented the idea of adding a link to our website where anyone can place an issue, complaint or suggestion. It was suggested the name be changed to "Ideas – Question – Issue" or "Ideas – Issues". It was also suggested that a disclaimer could be placed referencing what could and could not be handled by this committee. A "response page" was also suggested. After further discussion a motion was asked to be given to add the link. Motion was entered by Catherine and 2nd by Kelly. Passed unanimously.

Joann thanked everyone who was involved in the breakfast for 2nd and 3rd shift employees during Staff Recognition Week.

A motion was given by Joann to adjourn and second given by Ann.

Meeting adjourned at 10:30am.

The next meeting will be held November 14, 2007 in the Chancellors Board Room, 5th floor Reese, at 9:00 a.m.

Respectfully submitted,

Terry Setzer, Secretary

Executive Committee of the Staff Organization