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UNC - CHARLOTTE
The Executive Committee of the Staff Organization
Meeting Minutes
January 9, 2008 – 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, Melody Harris-Treasurer

Representatives present were: Kelley Eaves (Area 4), LynLee Troy (Area 10), Melanie Hill (Area 11), Joann Pearson (Area 12 1st & 2nd Shift), Charles Kraus (Area 15-Zone 2), Ronnie Bell (Area 15-General Services), Allison Craven (Area 14), Ann Benson (Area 17)

Representatives Absent without notice: Dorothy Knotts (Area 12 3rd Shift), Charlie Donehue (Area 5), Sarah Coffey (Area 16)

Absent with notice: Teresa Cleveland (Area 6), Diana Gann (Area 1), Jodi Turner (Area 2), Kathy Burgess (Area 7), Jonni Newlon (Area 8), Sherry Bruce (Area 13), Alice LaRocca (Area 9)

Alternates present were: Marcia Henderson (Area 11)

Guest: None

Call to Order & Welcome – Margo Gross, President

Treasurer’s Report – Melody Harris

ACCOUNT TITLE	Year to date
Beginning Balance	737.99
Total Revenue	3,825.00
Less Total Expenses	100.27
ACCOUNT TOTAL	4,462.72
Less Encumbrances	1,789.04
Estimated remaining balance	2,673.68

Community Policing Report –Captain Jon Hawn

Not present.

President's Report – Margo Gross

Nothing new to report

Old Business:

Staff Assembly Update– Kelley Eaves

Nothing new to report

Chairs Committee Update – Margo Gross

Discussion involved the tuition assistance program that is being worked on throughout the state school system. Chair reported that the Faculty Committee had asked President Bowles for dependent tuition. President Bowles stated that he is concentrating his efforts right now on faculty pay increases. The request coming from staff assembly is for tuition match and monies from other sources so therefore it is hoped will not be met with as much resistance on the part of President Bowles. Committee has decided to prepare a survey geared towards the needs and wants of staff regarding tuition assistance for dependents and the survey will supply information as to whether there are enough employees who would participate in the program. This survey will be sent to all 35,000 staff employees in the UNC system. More information will be provided at the next meeting.

A location for Leaders Conference has not been set up. In the past this meeting was always hosted during Spring Break. If one is held this year it would need to be held either at the end of the spring semester or sometime in the summer.

Constitution/Bylaw Update – Dixie Airey

Bylaws that were approved by our committee reflecting name change request was submitted to Chancellor's office for his approval. At the time of the meeting we were still awaiting the Chancellors approval.

Homecoming Events Update – Melody Harris

Sponsored homecoming events are a departmental chili cook-off on Tuesday, January 29th and an office decorating contest on Wednesday, January 30th.

The chili cook off will take place in the Cone University Center, After Hours from 11:30am until 1:30pm. Chancellor Dubois will participate in the judging.

Volunteers are needed for crowd control and to direct chili tasters.

So far judges for the office decorating contest are Mrs. Dubois, Dixie Airey and Coach Bobby Lutz. Two additional judges are needed.

Gift cards will be awarded to winners of both events.

Event flyers have been distributed as well as articles submitted to Campus News. The registration deadline is January 22nd.

The next meeting of the E & E committee is January 22, 2008 at 2:30pm, Cone Center, room 378.

Diversity Day update – Melody Harris

The Staff Diversity Day event is scheduled for Tuesday, March 11th, Cone University Center Lucas Room, from 12:00pm – 2:00pm.

Entertainment – Maha Gingrich, ethnographic choreographer will provide dance troupes showcasing ethnic groups such as Chinese, Indian, Latin American, African, Central America, Russia or Ukraine.

Sponsorship – A sponsorship blitz will be conducted on Friday, January 25th in which committee members will visit area vendors soliciting sponsorship or donations.

Food – Plans are to have a sampling of foods that will compliment the cultures represented by the dance troupes and the fashion show.

Fashion Show – We've had several offers of native dress for the show. We are in need of more attire and models for the show. Executive Committee members will have an opportunity to dress in native attire well.

Humanitarian Recognition – Nominations are being accepted through January 31st. Flyers have been distributed and articles submitted to the campus news.

Publicity – Flyers introduction the event have been distributed and articles submitted to the campus news.

The planning committee will meet on February 1st, 5th and 11th, 2:30pm, 378, Cone University Center.

New Committee Reports –

Employee Book Loan Program – Sherry & Dixie & Lynn

Waiting on reply from Keith Wassum in regards to items discussed at their last meeting. Hope to have something to report at the February meeting.

NEW BUSINESS

Wellness Survey –

Sophia Jordan-Marshall, Associate Director for Programs has been working with others in Intramurals to develop a survey in reference to programs staff would like to have or would participate in. This survey will be sent out by Friday, January 11 or Monday, January 14th to all staff. At the end of the survey each person will have the opportunity to enter a drawing for various prizes by supplying their email address.

Also, I (Terry) receive a monthly newsletter with all types of information from the Worksite Wellness Team located in Raleigh showing what other schools have done for that month or will be doing in the coming months and seminars, etc that are being offered. These emails have been forwarded to Barbara Greene who may be a part of the committee being formed through Human Resources regarding wellness, fitness, etc. programs on campus for faculty/staff for information purposes.

Alternate Replacement for Area 11

Melanie Hill area representative for Area 11 has taken another position on campus and therefore will be leaving our committee. Melanie's alternate Marcia Henderson will take her place. Melanie introduced her to the committee. Margo instructed Marcia that she will complete the elective term as Area 11 representative and she will need to now find an alternate for Area 11.

Campus News – Margo Gross

Committee was informed that a focus group was formed to explore changes to Campus News possibly making it a web based site versus a PDF file that can be printed. There were concerns expressed for there could be staff that will not have access at all to any information placed in campus news. With concerns in the change in format, it was recommended that a staff member from Public Relations be invited to attend the meeting in February to provide information/update on exactly what will or is happening to the PDF form of campus news.

Other

Kelly stated that the interview process will begin soon for the Chief Information Officer for ITS. This position holds a great deal of authority when decisions are being made regarding computer technology on this campus. If you have any questions that you would like to have answered by the candidates, please email Kelly.

Joann requested a meeting of the Equity Committee regarding issues that needs to be addressed. Kelly who is a member of this committee will set-up a meeting.

Dixie presented motion to adjourn with Ann giving 2nd.
Meeting adjourned at 10:20am.

The next meeting will be held February 13th in the Chancellors Board Room, 5th floor Reese, at 9:00 a.m.

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