UNC Charlotte Staff Council
Minutes
November 11, 2020 – 9:00 am
Via Google Meet

Present: Celeste Corpening, Pam Erickson, Le’Aira Hames, Julia Stuart, Jan Mullman, Jessica Waldman, Jennifer Hicks, Jacki-Lynn Baynks, Virgie Fewell, Susan Buxton, Ronnie Bell, Sara Johnson, Pearl Brown, Meredith Klauss, Liz Rosenberger, Latonya Johnson, LaTonja Miller, Kyle Thomas, Katherine Humphries, Dave Tabone, Annette Parks

Chancellor Sharon Gaber shared the following;

- Strategic Planning is in process. Any suggestions for additions should be given to Celeste by month end and she will forward to Chancellor Gaber.
- Cheryl Waites=Spellman, Diversity & Inclusion was appointed to look at university programs. Goal is to have the same diversity, inclusion, training, opportunities as other employees. Anyone can email Chancellor Gaber about anything, she will respond in a few days. The goal is to move the university forward.
- Staff ombudsman program - Kim Bradley and Jesh Humphries will work with Chancellor Gaber to include in the Strategic Plan. They are continuing to pursue it.
- Chancellor Gaber is soliciting a list of expectations for staff in the coming year.
- In athletics, there are furloughs coming. Not anticipating furloughs in other departments. Looking at each unit/department to determine if furloughs are necessary.
- State budget has been affected by Covid and UNCC has to navigate carefully. The current budget is lean and the 2021 budget may be even moreso.
- Chancellor Gaber commented that the campus community appreciates that staff are striving to keep campus healthy and safe during this pandemic. Free COVID tests are available to all Faculty, Staff and Students before Thanksgiving break to reduce the spread of the virus. In the Spring, any employee working with students is required to be tested prior to returning from winter break. Everyone should understand that this testing is a “point in time” check and could change at any time.
- UNC Charlotte will continue the waste water and surge testing. This has helped identify potential virus outbreaks, allowing administration to make necessary changes to protect the campus community.

Annette Parks commented that she appreciates the communication from the Chancellor, keeping faculty, staff and students aware of what’s going on.
Questions for Chancellor Gaber:

Q. Will vaccines be required of campus employees?
   A. We don’t know yet, it will depend on State regulations and how COVID vaccines go. This year thousands of people have gotten the flu shot where there were hundreds in the past. University Communications will begin sending daily communications to employees on Nov. 30 to keep employees informed.
Q. Can communication be sent in forms other than email, i.e., Tweet, distribute through campus mail, hang fliers in break rooms, etc.?
   A. All of these are options that can be discussed with University Communications.
Q. Can employees receive compensation for working overtime instead of comp time? Pay is needed when employees must pay for childcare.
   A. Gary Stinnett, Human Resources Director, can best answer that question.

Office’s Report

Celeste Corpening, Chair, reported:

* Golf tournament is scheduled at Tobacco Row on May 19, 2021. The Chancellor has approved UNCC to participate. We will use those that signed up last year to represent UNC Charlotte this year. Ricky Barnes referred by LaTonja Miller, as an alternate.

* Erskine Bowles Scholarship is available.

* Branding committee - Liz and Sarah have volunteered to participate.

* SENC wants to speak to the Staff Council after the new chair has been chosen.

* The Chancellor will attend the February 10, 2021 Staff Council meeting.

* The Board of Trustees will meet on December 8, 2020.

* Staff Assembly met on Oct. 26 and 27, 2020.

  ● Task force - Reggie Holly is new. Town Hall meetings scheduled for 11/10 to get information. UNCC was in the top 5% for participation. Interests included compensation and retention, and retaining racially diverse students. HR is promoting teleworking/social distancing practices. Another survey will be sent to gather more information.
  ● Covid update - work leave provisions unchanged thru December. Extensions on community service leave have been made and are available to staff on an as-needed basis. Contact Benefits for details. COVID Phase 3 has been extended thru Nov. 13.
  ● Budget remains same.
  ● In the UNC system, 300 employees were fully furloughed and 1300 were partially furloughed. Chancellors can institute a furlough. An early retirement package is being proposed and will be discussed at the Spring meeting. Incentive is 3-6 months pay if the employee retires early.
  ● Looking at other options to career banding.

  * Equity Task Force - town halls have been held. Microaggressions and career inequities were discussed. Common issues are inequity in positions, racial profiling, equal representation among faculty and staff.

5 recommendations for further consideration:

1. Data and accountability
2. Representation of all levels of university to examine recruitment and retention for faculty and staff.
3. Support inclusion and belonging
4. Campus policing
5. Provide programs to include diversity

* UNCC Equity Task Force - discussed the System goals and will finalize goals prior to the next meeting. Goals - Injustice, education, goals and research.

* IMT meetings - Dr. Jones has reported that numbers of positive tests have increased daily. Numbers have presumably increased due to parties. Gary Stinnett reported that open enrollment had a 95% completion. HRL - higher number of students staying on campus, 891 + 140 RAs. This number may change. Entrance testing will be January 15-19, anyone working with students will be tested. If UREC opens early, will they be required to get tested off campus? Building openings will require card swipe during business hours.

* UNC Charlotte store has plenty of wipes on hand to all departments. Plastic bottles are now available.

* Safety Walk is scheduled for Nov. 11.

* Faculty/Staff Town Hall is Nov. 13.

* Voting - Julia has updated the website with new lists. Odd number reps will remain until term is up. If groups changed, voting will be different. Area 4 has 4-5 people because of the OneIT restructure. Be aware of your group. Voting will take place now through Nov. 20. All nominees will be contacted requesting a bio. Voting will take place Nov. 30 - Dec. 11. Most votes will be Area Rep, runner up will be Alternate. Chair, Vice Chair, Secretary and Communications is available. The Vice Chair position will be held 3 years because of Helena’s absence. Julia will send the nomination form to all staff this week.

*Le’Aira Hames, Treasurer
State fund has $3,947.60, the discretionary fund has $792.30. Still waiting on the final discretionary budget.

* Pam Erickson, Secretary
August Minutes - motion to approve made by Annette Parks, seconded by Ronnie Bell, passed unanimously.
October Minutes - motion to approved made by Annette Parks, seconded by Jacki-Lynn Banks, passed unanimously.
September Minutes will be emailed to all Staff Council members this week for approval.

* Julia Stuart – Golden Nugget Awards
15 Golden Nuggets this month! It is challenging to get certificates/candy to individuals. We will refrain from sending candy until most staff is back on campus. Certificates can be sent electronically. Annette suggested emailing the supervisor of the recipient to let them know the employee is receiving a certificate.

**Committee Reports**

Staff Relations, Annette Parks
Thanks to Julia for creating a template that Reps can use to communicate with staff in their area. Celeste has the template for approval by the Executive Board. No issues or concerns at this time. LaTonja Miller is the Co-Chair of the Staff Relations Committee. Annette has been addressing any concerns that have come in.

**Education & Events, Latonya Johnson** - Sing a Jingle was held Oct. 22, winner was Jessica Berrios. Jessica received a certificate of recognition from Staff Council. She had to submit a video regarding wearing a mask on campus. Committee will try to do it again and allow for more time. Suggestion of involving the Area Rep in future contests was made. Mental health is a concern especially with teleworking. Latonya will contact HR to have a speaker do a presentation, perhaps yoga, to assist.

- Ronnie Bell announced that he is retiring effective January 29, 2021. Stephanie Lee has left the university and Dave Tabone has agreed to take over as Area Rep in her absence.

- Adjournment - Annette Parks made a motion to adjourn the meeting, Ronnie Bell seconded. Meeting adjourned at 10:29 am.