UNC Charlotte Staff Council Meeting
Minutes
January 10, 2018 – 9:00 am, Cone 112

Officers present: Penny Stevens (Chair), Celeste Corpening (Vice Chair), Pam Erickson (Secretary), Julia Stuart (Communications Officer), Jill Gosnell (Treasurer)

Representatives present: Kimberly Sowa (Area 1), Kayla Picca (Area 2), Sharon Reichard (Area 3), Tammy Allman (Area 5), Melissa Roy (Area 8), LaTonja Miller (Area 9), Angela Allen (Area 10), Virgie Fewell (Area 12A), Karen King (Area 13), Michael Garret (Area 14), Bernadette Williams-Looper (Area 16), Debby Watts (Area 17),

Alternates present: Stephanie Lee (Area 4), Jenna Baker (Area 6), Rachel Pierson-Bonin (Area 10), Clyde Derberry (Area 11), Frank Hogan (Area 13), Ronnie Bell (Area 15A)

Representatives absent with notice: Ronaka Adams (Area 7)

Alternates absent with notice: Lora Bassett (Area 2)

Guests: Jeanne Madorin – Human Resources, Mike Carlin & Beth Rugg – ITS, Katherine Tomey & Cindy Edwards – Employee Relations

I. Call to Order & Welcome: Penny Stevens, Chair

II. Moment of Silence: Penny Stevens, Chair

III. Guest Speakers: Jeanne Madorin – Human Resources

- An employee engagement survey will be emailed to all UNC full-time and part-time employees beginning January 29, 2018. The survey will be facilitated by Modern Think, an organization chosen by UNC General Assembly. This is a confidential survey, and results will be collected by Modern Think, not the UNC institutions. Surveys are personal and should not be forwarded to other employees. Supervisors are asked to allow employees time to complete the survey, approximately 30-45 minutes. Labs will be created for employees without computers to participate. Survey results will be used to prioritize needed tasks of the university, as well as review policies/procedures for needed changes. It will provide data to be used to create the strategic plan and address legislature. UNC GA has requested a participation goal of at least 50%, and the survey will end on February 9, 2018.

Guest Speakers: Mike Carlin & Beth Rugg, ITS

- UNC Charlotte IT is moving to a Blended Organization approach campus-wide. The 2014 Master Plan created 16 initiatives on campus to improve. A state audit is to be completed every 8 years. When the last audit was performed, three issues were identified, one being that there is no clear line of authority for IT. The State Audit Committee, UNC Board of Governors, UNC President, and UNC Board of Trustees agreed that Mike Carlin should serve as that authority. Currently, there are 611 services currently used on campus, which is too many. There are also IT personnel that are reporting to department level or college Deans instead of IT supervisors. There are 130 employees in Central IT and 143 banded IT positions outside of Central IT.

- Rumors of IT employees losing their jobs are just rumors. Currently, the IT department is under-sized for UNC Charlotte and all IT personnel are needed. There are also rumors of IT personnel being moved to a central location. There is no location on campus large enough to house all IT employees, so there are no plans to move everyone. Some may move, depending on the need.
UNC Charlotte has hired an outside firm, BarryDunn, to evaluate the IT needs on campus and create a plan for improvements. A survey will be sent to all full-time and part-time employees. These emails will be sent in three phases; 1. First email to all IT leads (IT personnel responsible for a college), 2. Next email will go to all IT partners (all other IT employees, and 3. An email will be sent to the entire campus user community (all UNCC employees who use IT services.) BarryDunn will be onsite on January 29 and February 12 to get a closer look at the processes being used and assess the needs. A timeline of the process and more detailed information is available on the IT website. Also available to all UNC Charlotte employees is access to a complete running list of projects the IT department has underway. The list can be found under the “Projects” tab. Any questions can be directed to Central IT, Mike Carlin or Beth Rugg.

Guest Speakers: Cindy Edwards & Katherine Tomey, Employee Relations

The Employee Relations Office is considering the possibility of dropping the 20 Year Club from the UNC Charlotte employee awards. Currently, the 20 Year Club awardees receive a plaque and monetary gift for achieving 20 years of employment with the university. The current cost of the plaque is $26. In 2014, 30 employees achieve the 20-year level. In 2017, 29 employees were awarded. The Employee Relations office will compile the opinions of UNC Charlotte faculty/staff and make a decision based on the majority vote. All questions should be directed to Katherine Tomey at ktomey@uncc.edu.

IV. A motion was made by Ronnie Bell to approve the December Minutes, and seconded by LaTonja Miller. Minutes approved.

V. Officer Reports:

Penny Stevens, Chair:

- Welcomed everyone to 2018!
- Encouraged all to participate in the Employee Engagement Survey.

Celeste Corpening, Vice Chair:

- We need Co Chairs for the Educations & Events Committee. Janasha King and Jenna Baker have stepped down. Melissa Roy and Kim Gray agreed to Chair. The next event is the Chili Cook Off on February 15.
- Reminded everyone that Staff Council strives to do everything with excellence. The Executive Committee would like to know the ideas, suggestions and changes for 2018. Julia Stuart will send a questionnaire to all SC Representatives and Alternates and will compile a list of goals based on the responses.
- Jenna Baker has accepted a new position on campus so she will become the SC Representative for Area 6. Stephanie Lee will assume the responsibility of Area 4 Representative. Ronnie Bell will also move to the Representative position for Area 15A.

Jill Gosnell, Treasurer:

- State fund has $2,559.94 remaining and Discretionary has $4,879 remaining.

Julia Martin, Communications Officer:

- Golden Nugget – 9 awards for January in areas 1, 2, 5, 10, 12, and 18. Congratulations to all recipients.

VI. New Business:

- Chili Cook Off is February 15. Drop off at 10:45 am, judging begins @ 11:00-11:15 am. Volunteers are needed. Penny will ask Jim Kay to make chili for all participants to the Cook Off. The Education & Events Committee will have a meeting soon to finalize details.
- Bernadette Williams-Looper requested that Staff Council address the issue of people parking in handicapped parking spaces while waiting to pick up someone, usually 3-6 pm. Police are called, but the offender is gone before police arrive. Bernadette will contact Frank and Carolyn, Staff Relations/Current Issues Committee for assistance.
- Kayla Picca reported that the Safe Ride escort to personal vehicles no longer exists on campus. She contacted PATS and was told they do not offer that service. When working late, it may be dangerous for employees to walk to their vehicle unescorted. Police on campus can escort employees, but the wait time for an officer may be long. The Staff Relations/Current Issues committee can inquire about options for employees.

A motion was made by Kayla Picca to adjourn the meeting and seconded by LaTonja Miller. Meeting adjourned at 10:35 am.

Pam Erickson, Secretary ____________________________ Date of approval