I. Call to Order, Welcome & Moment of Silence: Celeste Corpening, Chair

II. Introductions: Celeste introduced Chancellor DuBois, who introduced Kim Bradley, and Karen Morgan with the Fellows program. Chancellor DuBois presented the following:

- The Board of Governors adopted a new way of funding from their previous formula based on the enrollment numbers at each campus. Projections were previously not working at some universities, and funds were not available until November of the fiscal year causing a hardship to some. UNC Charlotte has been conservative in their budgeting which has allowed us to be in a good financial condition.
- Currently, there is a $3M reserve at UNC Charlotte which is a cushion for use during bad budget years when additional funding is not available or when budget cuts are needed.
- Of the funds given to UNC Charlotte this fiscal year, a large portion was used to bring approximately 300 employees below market rate to at least the current market rate status.
- Some of these changes created a compression problem which the legislative body will need to address.
- Campus closures: policy comes from the State not the individual universities. Chancellor DuBois has asked the legislature to forgive the time off used for the hurricane threats due to the universities being told to close and not given the option of staying open if in an area not affected by the storms. Just an FYI, a C3 status is determined by the legislative bodies in Raleigh, not the Chancellors of the universities.
- Employee Engagement Survey – administrators are still working through results. Overall, employees agreed that UNC Charlotte is a beautiful campus, and they like working here. Issues of concern continue to be parking, the campus closure policy, etc. Some of the comments are based on lack of understanding policy, i.e., teleworking and flex hours.
- Chancellor DuBois is open to suggestions for how his office can receive questions and get answers to dispel rumors of policies and procedures. Perhaps a “Rumor of the Month” report should be sent from the Chancellor’s office.
- New UREC center is coming along nicely. Currently, Faculty/Staff memberships will be $15/month.
- Dedication of the Belk Plaza will be at 11:30 am, Friday, November 16.

Chancellor DuBois opened the floor for questions. Ronnie Bell asked what we can do about employees who are required to work overtime but only receive compensatory time instead of pay. This creates a hardship for the employee when they have to pay a babysitter to care for their children when they work overtime. Chancellor DuBois will check on possible options and report back to Staff Council.

Pearl Brown commented that she likes the Chancellor’s monthly newsletter idea dispelling any rumors and giving facts.

Brooke Brown asked for the source of funding for the Belk Plaza renovation. Chancellor DuBois explained that there were several sources; 1. Federal funds, 2. Can sometimes use funding from student fees, safety/security fees that are paid by students, 3. Capital funds are also used for expansions/improvements, 4. Some state funds can be used also. The 2016-2021 capital plan
includes funding for renovations which is where funding came from for the Denny and Belk renovations. The Chancellor and his cabinet are currently working on the new capital plan which will include renovations to Cone and Burson. Brooks asked if the money for construction is different than for salaries, and the answer from Chancellor DuBois was “yes”.

Julia Stuart asked if the conference center scheduled to be built on campus will have comparable rates to the hotels and conference centers in the area. Chancellor DuBois responded that the 226-room facility will be comparable to current market rates and UNC Charlotte will have input in how it will be run and the rates, including state rates.

Karen King asked how an employee knows if they are at market rate for their employment position. Chancellor DuBois responded that he believes the market reference rates are on the HR website. He also commented that over $25M was put into salary adjustments of the years. A salary adjustment was planned for part-time employees but it was called off due to lack of funding. He will reconsider going forward.

Sharon Witherspoon asked when the Board of Governors will meet to discuss the inclement weather policy. The next Board of Governors meeting is in December to discuss but the Governor of North Carolina has final determination of weather policies and actions taken by State government offices, including State universities.

Lora Bassett asked if the Chancellor thinks the light rail is being used as much as expected. Chancellor DuBois responded that although CATS numbers are not meeting projections, he believes the light rail is exceeding expectations. He also noted that there has been very little crime on the light rail. Two additional security guards have been hired. He also commented that UNC Charlotte riders should use the Live Safe or CATS app to report incidents on the light rail, and that there is 24 hour video surveillance.

Keith Jung commended that buses look very nice, but the timing of the buses and light rail are not synched. Chancellor DuBois suggested that Staff Council invite Doug Lape from Parking Services to come give an update on all transportation on campus. He did report that cycle times on the light rail is 8 minutes in the morning and 15 in the afternoon. He also commented that the new bicycle program is being well used on campus.

Chancellor DuBois commented that Kim Bradley will contact Celeste Corpening when the Chancellor’s “rumor newsletter” is available and will see if it can be linked to the Staff Council website.

III. Officer Reports:

Celeste Corpening, Chair:

- Celeste reported that the Staff Council logo is still unresolved. Celeste has contacted the marketing department and received a mod-up yesterday, she is open to suggestions from Staff Council members. Celeste will forward the mock-up to SC members for review and suggestions.
- Celeste reminded everyone of the responsibilities for all Area Representatives which are;
  i. Communicate with your area
  ii. Serve on at least one committee during the year
  iii. Attend monthly meetings regularly
  iv. Encourage and distribute Golden Nugget awards monthly
  v. Work with your alternate to promote Staff Council to all staff in your area, and communicate when unable to attend meetings.
- Celeste answered the question of readjusting areas of Staff Council. We will try to get more information and restructure the areas, if possible. Brooke Brown asked if details of big events could be sent to only Area Reps before the event so they have more details and can answer questions for their Area members. Celeste responded that the meetings leading up to the event is when most questions are answered.
- Alternates are needed in Areas 5,8,9,13 and 15B.
- Approximately 650 staff attended the Fall Festival. Thank you to all volunteers, we appreciate your flexibility. Going forward, if you sign up to work in an area please do so. It creates an issue when moving people around to cover vacancies.
- Chili Cook Off is scheduled for February 19, 2019, 11:30 – 1:30 pm in Lucas Room. Pearl Brown, Brooke Brown and Ronnie Bell agreed to find judges for the event. Five judges are needed and will judge on taste of chili, decoration of table, cornbread, etc.
- Ombudsmen program – Staff Relations Committee is reviewing options and will report at next meeting.
- Helena Connor attended the last Staff Assembly meeting. See attached report.
Rachel Pierson-Bonin, Vice Chair
• Announced that Le’Air Hames is the new Area 2 Representative
• A new program has been created to showcase one area of campus each quarter to inform staff. The new program is called Spotlight and will begin next week with UREC being featured in the first edition. It will also include information on the 5-year service award, ITS, Comm Psych, etc.

Jill Gosnell, Treasurer:
• Jill reported that the Staff Council discretionary account currently has a balance of $2,925.70 and the state account has $2,069.64. See attached report for details.

Julia Stuart, Communications Officer:
• Golden Nugget Awards – 26 awards in areas 1,2,4,5,6,8,9,10,11,12, and 17. Julia suggested that these be distributed by Area Reps at staff meetings so everyone can celebrate the recipient and encourage staff to recognize their peers.
• A form has been created on the Staff Council website where staff can submit questions or concerns. The Executive Board will respond to those submissions.

IV. Committee Reports:
Events/Education – Comments from Fall Festival:
1. Identify charity earlier to include in donation letter and promote better
2. Communicates updates
3. Food was good
4. SC volunteers did not show for their scheduled times which created issues with monitoring food, activities, etc.
5. Consider including dessert next year
6. Good number of tables for guests this year.

Staff Relations – Stephanie Lee provided a written report from the committee which included information regarding parking, designated smoking signage, cellphone allowance information, access to health facilities, Ombudsman and the Engagement Survey results. See attached report for details.

V. New business:
• December meeting will be our annual holiday party. Invitation will be sent soon with a sign up sheet for food/drinks.
• Instead of selecting a charity to collect donations, SC would like to serve at a charity location. Suggestions should be sent to Celeste.
• Sophia Marshall will come in January to discuss Health/Wellness.
• Skillport training sessions were viewed by all in attendance. Attendees will receive credit from HR for viewing.

A motion was made by Stephanie Lee to adjourn the meeting and seconded by Ronnie Bell. Meeting adjourned at 10:35 am.

Pam Erickson, Secretary

Date of approval