UNC Charlotte Staff Council Meeting
Minutes
November 8, 2017 – 9:00 am, Lucas Room

**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), Melissa Roy (Area 8), LaTonja Miller (Area 9), Angela Allen (Area 10), Carolyn Lewis (Area 11), Virgie Fewell (Area 12A), Karen King (Area 13), Michael Garret (Area 14), Dwight Nealy (Area 15B), Bernadette Williams (Area 16), Debby Watts (Area 17), Suzanne Jasmine (Area 18)

**Alternates present:** Audra Esposito (Area 1), Lora Bassett (Area 2), Jenny Vincent (Area 3), Jessica Ward (Area 7), Bev Guessford (Area 8), Rachel Pierson-Bonin (Area 10), Clyde Derberry (Area 11), Katherine Humphries (Area 12A), Ronnie Bell (Area 15A)

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

II. Moment of Silence: Penny Stevens, Chair

III. Guest Speakers: Chancellor Phillip DuBois

- Staff Salaries – working on strategic salary adjustments, over/above what GA distributed. In 2018, full-time faculty will receive increases. Chancellor DuBois provided handouts with specific information pertaining to salaries from 2007 to 2018, and a comparison of SHRA salaries across all UNC institutions. More than 90% of all UNC Charlotte staff are at or above market value. 2019 raises have not been decided, and will be based on enrollment numbers.

- Class Schedules – Chancellor DuBois discussed the possibility of changing the overall class schedules on campus to alleviate the congestion issues with parking, and to allow more time for students to transition between classes. An example: if a student has a class in the EPIC building until 10:30am and another class in Denny at 11:00, not enough time is allotted for the student to arrive on time to class. The possibility of staggering class dismissal times and beginning evening classes was mentioned. Provost Lorden will work on the scheduling issue. Online classes will not be affected. Only 15% of all classes for the campus can be online. Research shows that traditionally Freshmen and Sophmore’s do not perform well in online classes. Summer classes are heavy online with lower tuition.

- Transportation – Shuttle service has been ramped up. Buses will run every 7 minutes. With 103 trains planned to operate each day, shuttle buses need to be as efficient as possible. Traffic congestion on campus makes it difficult for shuttle buses to travel efficiently. Train is scheduled to begin operation in March, 2018.

- Construction update – the new recreation facility will be call UREC and will open Fall 2019; Denny building is under construction, no exact completion date yet; the Belk renovation and admission center are under way. The entrance off of Hwy 29 is fully funded, waiting for engineers to begin process. Utility lines were not buried correctly so construction is being delayed. That entrance will be much like the front entrance only smaller, will have 2 pillars and 1 sign. Exits may need to be widened at the exit to Hwy 29.
IV. Officer Reports:

  Penny Stevent, Chair
  * Fall Festival went well. Thanks to everyone who volunteered and/or donated items.
  * Staff Assembly launched a survey to all campuses in an attempt to get input from all campus on the overall needs of each campus.
  * An email was sent recently pertaining to the changes to education benefits for all SHRA. Please read.
  * Grievance committee on campus is looking for people to serve. If interested, contact Penny Stevens. Debby Watts shared a situation where an employee filed a grievance and HR forwarded it to the employee’s supervisor. Cindy Edwards would be the campus contact for grievances.

  Celeste Corpening, Vice Chair
  * Attended the Board of Trustees meeting on Oct. 11, 2017. Important topics discussed; overall enrollment is up across the UNC system. Chapel Hill is ranked first in enrollment for graduates and NC State for undergraduates. UNC Charlotte is ranked 2nd in both areas.
    i. Kevin Bailey (Student Affairs) and Jennifer Walker (Audit) are working on the disciplinary procedures for the incident involving the racial sign posted above the water fountain in Holshouser Hall in September. Disciplinary action is being taken, student code of conduct being upheld. The student’s privacy is being protected.
    ii. Charlotte Mecklenburg Schools is creating a University City Family Zone to start Fall 2019. More details to follow.
    iii. Law School – the possibility of a law school on the campus of UNC Charlotte was discussed. Plans may include a law certification program on campus first, then determine the need for an actual school.
    iv. University Rec Center (U-Rec) is underway. 144 sq. ft building costing $63.5 million.
    v. Light Rail – scheduled to begin end of March. $50/year for students, $75/year for faculty/staff.
  * Also attended UNC Staff Assembly meeting on Oct. 16 & 17.
    i. Outgoing Chair, Pernell Barlett received shot glasses from all 17 campuses as a “thank you” gift.
    ii. Incoming Chair is Dawn Brown
    iii. Thomas W. Ross Award was received by Pam Degraffenreid
    iv. Elections/Installation of new officers – Parliamentarian – Garrett Killian, Delegates – Anna Peitzman and Vellepan, Vice Chair – Pam Degraffenreid, Secretary & Treasurer have not been announced.
    v. HR updates: Salary Score – UNC Charlotte 1st place, Elizabeth City in last; ITS SHRA/EHRA changes coming; Salary classifications may be changing.

  Pam Erickson, Secretary:
  * A motion was made by LaTonya Miller to approve the November Minutes, seconded by Michael Garrett. Minutes approved with two changes.

  Jill Gosnell, Treasurer:
  * Budget increased by $1100, State fund has $2,559.94 remaining and Discretionary has $4,732 remaining. Spent $7,103.89 on Fall Festival with $5,600 being spent on food. Attendance was 693.

  Julia Martin, Communications Officer:
  * Golden Nugget – 22 awards this month to Areas 1,2,5,6,7,12,15 A&B and 17.

V. Committee Reports:

  Education/Events – Celeste reported in Janasha and Jenna’s absence.
  * Fall Festival feedback was requested:
    i. Need to better advertise two buffet lines – first line ran out of meat
    ii. Check-in process worked well
    iii. Need to have signs for contest winners (Photo, cake, etc.)
    iv. Need additional seating for participants
    v. Character artists were good – two is better
    vi. Suggested that we purchase our own Bingo game instead of borrowing
    vii. Need better signage for dropping off donations
viii. Need hand sanitizer and gloves for popcorn station
ix. Communicate a better way of picking up items after the Festival

- Charity – Room In The Inn – received nine boxes of donations and approximately $200
- Homecoming Decorating Contest – Rachel Pierson-Bonin was individual winner receiving a $20 gift card and a College of Education athletic chair, the department of Reading and Elementary Education was the winning office, receiving a plaque and a $50 gift card. A suggestion was made to change the contest to another time, not so close to Fall Festival, perhaps the football kick-off in September or during basketball season. SC coffee mugs were given to each SC representative that collected donations as a token of appreciation.

Staff Relations/Current Issues – committee will meet in a couple of weeks. Two questions were raised for the committee to investigate; 1. When college Deans promote events during the work day, can staff attend?, 2. Can employees comment on their supervisor’s performance evaluation?

VI. Old Business:
Community Service Day is scheduled for December 6, 8am – 4pm in Lucas Room. Everyone invited. Will possibly incorporate the Boys/Girls Club or Red Cross.

December meeting will include a holiday breakfast party. An email will be sent to all SC Reps and Alternates to sign up for food/drink items.

Bev Guessford is retiring December 15, 2017. Wish her good luck!

A motion was made to adjourn at 10:27am by Ronnie Bell and seconded by Michael Garrett.

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Pam Erickson, Secretary                      Date of approval