UNC Charlotte Staff Council Meeting

Minutes

June 13, 2018 – 9:00 am, Cone 210

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

Representatives present: Kimberly Gray (Area 1), 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), Debby Watts (Area 17)

Alternates present: Lora Bassett (Area 2), Clyde Derberry (Area 11), Frank Hogan (Area 13), Kyle Thomas (Area 15A),

Guests present: Remy Haley (CRES)

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

II. Moment of Silence: Penny Stevens, Chair

III. A motion was made by Sharon Reichard to approve the May Minutes. Stephanie Lee seconded. Minutes approved.

IV. Officer Reports:

Penny Stevens, Chair:
- Penny thanked everyone for their service to Staff Council and to the University. For 10 years she has served in various Staff Council roles, and this is her last term.
- Update to EHRA/SHRA transition – General Assembly has completed their portion and will roll out on July 1, 2018. This mostly affects only IT personnel.
- Results of the Engagement Survey which started in January will be coming soon.
- Voting for Staff Council Chair, Vice Chair, Communications Director, and even numbered Areas will begin soon. Each of these positions are two year terms. Nominations are being accepted until Jun 15, 2018. Encourage all staff to nominate and vote.

Celeste Corpening, Vice Chair:
- Celeste also thanked all Staff Council members for a great year, and encouraged everyone to continue in the good work that’s being done here.
- Frank Hogan is stepping down from Staff Relations/Current Issues Committee Chair. Natasha Cutler is interested in taking over, with Carolyn Lewis remaining as Co-Chair.
- Kimberly Gray and Melissa Roy are also stepping down as Events/Education Committee Chairs.
- A description of both of these committees will be available at the Staff Council Retreat for members to review possible assume the responsibilities of the committee.

Jill Gosnell, Treasurer:
- As fiscal year closes out, the state fund has $474 remaining and Discretionary has $2,090 remaining. Discretionary funds will roll over to the next year. Some of the Staples items are on backorder.
Julia Stuart, Communications Officer:

- Golden Nugget – awards for May will be sent to Area Reps via campus mail.

V. Committee Reports:

Events/Education – Melissa and Kim have sent emails to all staff to volunteer at Community Safety Awareness Day on June 27. Fliers are to be posted in each area. Coolers are needed for ice, email Melissa or Kim if you have a cooler.

Staff Relations/Current Issues – individual office space seems to be an issue across campus. Frank met with Kathryn Horne, Facilities Management. Space is determined by the “need”. There are specific guidelines that must be followed when requesting and granting space for employees. Links to space requirements and policies;

https://facilities.uncc.edu/our-services/business-related-services/facilities-planning/space-management-0

https://legal.uncc.edu/policies/up-601.4

If you feel your space is not in compliance, contact Kathryn Horn, Facilities Management.

VI. New business: A request was made to send the donation letter to all Staff Council members to begin soliciting donations for the Fall Festival. Some businesses request 3-6 months for approval, so requests can begin now.

Krista Collins, NEO, has requested that Staff Council assist with onboarding new employees by providing shirts for new employees to wear to the 49er football game on September 1, 2018. Shirts would cost approximately $1200 and would include the Staff Council logo on the back. Football tickets are provided for new employees, and Staff Council members and their families who participate. Krista would like to have a large Staff Council presence at the game. Further discussion is needed before a decision to participate is made. The Staff Council Executive Committee will meet to discuss details and next steps.

A motion was made by LaTonja Miller to adjourn the meeting and seconded by Kimberly Gray. Meeting adjourned at 9:46 am.

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Pam Erickson, Secretary      Date of approval