UNC Charlotte Staff Council Meeting
Minutes
August 13, 2017 – 9:00 am, CHHS 109

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

Representatives present: Kimberly Sowa (Area 1), Kayla Picca (Area 2), Tammy Allman (Area 5), Daryl Lewis (Area 6), Ronaka Adams (Area 7), LaTonja Miller (Area 9), Angela Allen (Area 10), Karen King (Area 13), Michael Garret (Area 14), Dwight Nealey (Area 15B), Bernadette Williams (Area 16), Debby Watts (Area 17)

Representatives absent with notice: Virgie Fewell (Area 12A), Katherine Humphries (Area 12A Alternate), Ronnie Bell (Area 15A Alternate)

Alternates present: Audra Esposition (Area 1), Jenna Baker (Area 6), Jessica Ward (Area 7), Rachel Pierson-Bonin (Area 10), Clyde Derberry (Area 11), Frank Hogan (Area 13), Jeffrey Saer (Area 15B), Janasha King (Area 16)

Guest present: Jade Reed-Kreis, Area 11 employee

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

II. Moment of Silence: Penny Stevens, Chair

III. Motion to approve the July minutes was made by Clyde Derberry and seconded by Michael Garret. Minutes approved unanimously and without change.

IV. Guest Speaker: Paulette Russell, Human Resources

- Paulette briefly explained the new SHRA employee assessment program, Niner Talent STAKES. She shared that the purpose of the new process is to open communication between the employee and their supervisor. And, if the State decides to institute merit increases for staff, Niner Talent STAKES will be the assessment tool.
- Staff Council members were encouraged to discuss the process with their supervisor and initiate the performance plan if necessary.

V. Officer Reports:

- Penny Stevens:
  - Penny Stevens reported on the Staff Assembly meetings July 31 and August 1. She thanked everyone involved in making the event a success, specifically Celeste Corpening, Bernadette Williams, Angela Allen and Karen King
  - The Ombudsman is coming soon. The program is designed to offer staff an unbiased mediator to assist with difficult employment issues
  - Fall Festival is October 10, 11am – 2pm in the Student Activity Center. All staff are asked to work the event.
  - Penny announced the co-chairs for the Education/Events Committee as Janasha King and Jenna Baker, and co-chairs for Staff Relations/Current Issues are Frank Hogan and Carolyn Lewis.

- Celeste Corpening also gave a brief wrap-up of the Staff Assembly meeting. She briefly listed each committee represented, and the Chancellor was also in attendance. A presentation was made on the solar eclipse.

- Pam Erickson explained the check-in process for each Staff Council meeting. Each member will sign in and take a copy of the agenda and previous Minutes, if needed. SC Representatives and Alternates were encouraged to bring their tent cards to each meeting and display so members can be familiar with one another.
Jill Gosnell presented the proposed budget for 2017-18. Starting budget is presumed to be $13,000, same as last year. Jill reported that she has ordered SC shirts for representatives and alternates, and lanyards for NEO meetings and other events as necessary.

Julia Stuart-Martin explained that she has emailed all future SC meeting dates to members to avoid any future scheduling issues. The updated staff listing has been placed in a Google Drive and shared with all. Updates will be made periodically as new staff are hired. The SC website is currently being updated.

VI. Golden Nugget Awards – 13 staff members were nominated. Certificates and chocolate nuggets, along with a copy of the nominator’s comments were available for representatives or alternates to deliver.

VII. Committee Reports:

- Education/Events – Janasha and Jenna invited all committee members to a meeting on August 23 @ 9am in Cameron 274 to discuss the upcoming Fall Festival. The Fall Festival will be held on October 10, 11am -2pm in the Student Activity Center Food Court. A sign-up sheet was sent around for SC member to volunteer.
- Staff Relations/Current Issues – Frank Hogan and Carolyn Lewis are co-chairs. Frank will schedule their first meeting to discuss any old business or previous committee concerns. Penny asked that a status report be given at the September Staff Council meeting. Penny also asked for assistance with the Ombudsman process.

VIII. New Business:

- Fall Festival – the charity last year was Rowan Helping Ministries. Suggestions for the 2017 charity are being taken. Suggestions should be emailed to Janasha and Jenna. All Staff Council members need to collect donations from vendors and swag items from departments. A taco bar will be the food for Fall Festival. Due to the shortage of drinks last year, it was suggested that drink tickets be used to control the consumption. Each staff member will receive a meal and drink ticket when they register, tickets will be different colors so they are easily recognizable. Janasha commented that it is important for everyone to volunteer to help with the event, and to man their assigned station for the duration of time scheduled. The ROTC has expressed interested in participating in the Fall Festival ceremony. It was suggested that Norm be present, Michael Garret can assist with coordinating Norm’s schedule. We will hold the annual Cake Walk during Fall Festival. Approximately 25-30 baked items are needed. Further discussion will take place at the August 23 meeting.

A motion to adjourn was made by LaTonja Miller and seconded by Tammy Allman.

_________________________________   __________________
Pam Erickson, Secretary                  Date of approval