**UNC CHARLOTTE STAFF COUNCIL**  
**Meeting Minutes**  
**February 13th, 2013**  
9am – 10:30am

The Staff Council meeting was held in Reese 524.

**Officers present:** Karen Haar (Vice President), Tracy Worthey (Secretary), Melody Harris (Treasurer),

**Representatives present:** Lora Bassett (Area 2), Celeste Corpening (Area 4), Liz Bowling (Area 5), Patrick Jones (Area 6), Micki Crowder (Area 7), Bev Guessford (Area 8), Shannon Homesley (Area 9), Robyn Flowers (Area 10), Clyde Derberry (Area 11), Katherine Humphries (Area 12), Marcus Brown (Area 12B), Frank Hogan (Area 13), Yvonne Billings (Area 16), Jennifer Livengood (Area 18)

**Representatives absent with notice:** Vidal Dickerson (President), Lolita Rowe (Area 3), Jim Kay (Area 17)

**Representatives absent without notice:** Elizabeth Mace (Web Master), Kathy Whaley (Area 1),

**Alternates present:** Penny Stevens (Area 4)

**Guests present:** Jerry Lecomte

**I. Call to Order & Welcome,** Karen Haar, Vice-President

**II. Call to vote on January Meeting Minutes:** January minutes were approved.

**III. Introductions of Guests**

a. **Guest Speaker:** Officer Jerry Lecomte, Police and Public Safety Department

   i. Chief Baker has been nominated and as a finalist for the Campus Safety magazine’s 2012 Campus Safety Director of the Year Award. A link will be sent out to campus to vote for Chief Baker. This is a prestigious national award for directors that demonstrate outstanding leadership skills, ingenuity, selflessness and overall achievement.

   ii. Some of the few reasons he has been nominated is the decrease in crime on campus and increasing the public awareness of safety on campus by increasing the number of public events from 21 to 34, totaling 46 hours. Also creating foot patrols, through the community policing unit.

   iii. They are charged with patrolling heavily populated areas, around academic buildings. This will create high visibility. If your community officers have not introduced themselves to you, please speak to them, when you see them. There is currently a request to add a patrol to the EPIC/Research campus.

   iv. PPS is current working with the Leadership office on how to be a role model. They are asking students: what and how to define those traits, who are your role models, and who are your leaders on campus that you see as a role model. They are also asking students to set goals (how to achieve them, how to be successful), and offering different encouragement.

**IV. Treasury Report**

a. We have two operating budgets, one state funded and the other discretionary. The state funds can be used for printing and securing meeting space. The discretionary fund is used to put on events, which includes prizes and food.

   i.
### ACCOUNT TITLE

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Beginning Balance</td>
<td>4,575.06</td>
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<tr>
<td>Funds Transfer</td>
<td>1,000.00</td>
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<tr>
<td>Less Total Expenses</td>
<td>1,782.52</td>
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<tr>
<td><strong>ACCOUNT TOTAL</strong></td>
<td>3,792.54</td>
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</tbody>
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Less Encumbrances 182.31

Estimated remaining balance 3,610.23

### II. If we have supply needs, we need to go ahead to order, to spend the remaining state funds of $300 before the end of the fiscal year.

### III. Questions asked: can Staff council have a printer of our own? Name badges, t-shirts for new reps to wear?

### V. Committee Reports

#### a. Education & Events Committee, Chaired by Celeste Corpening & Lolita Rowe

1. The homecoming events had low participation and there was a low turnout for the chili cook off. Since the scavenger hunt was a new event that may explain the low participation. For the Chili Cook off, it was stated that there was a large last minute event in FM, which may have lead to the low turnout for the homecoming events. It was also suggested to offer a $10 gift card for participants.

2. Need to start planning the fall festival and fall homecoming.

3. The retreat was planned by E&E last year and they want to turn it over to the operations committee.

4. Have a Heart campaign is going on for the month of February.

#### b. Staff Relations Committee, Chaired by Kathy Whaley

1. No Report.

#### c. Operations Committee, Chaired by Karen Haar

1. Pulling info for Staff Assembly procedures for staff council. Karen and/or Vidal to put together base on several suggestions and process changes. Then approval must be sent to the Chancellor’s Office for any changes.

2. The committee is currently working on drafting the election process.

3. Online storage has been created on Google Docs. Go to Google/drive/staff council/unc@.gmail.com. It is password protected for staff council use only. There have been folders set up for each committee. For instructions on how to upload documents and to receive the password, please contact Vidal or Karen.

4. In the last meeting the question of budget request came up. Previously there was a vote by council on how the budget should be used. It was recommended that the executive committee decide on how money is to be budgeted. The Treasure will establish procedures on how to submit request for finances.

5. A list of separating employees, combined with a list of new employees will be sent to area reps.

6. Website, files and docs are currently being housed on CHHS server. Need space to store this information and this will allow someone else to access, if necessary.

7. Vidal is working with LouAnn Lamb to design new staff council flyer/pamphlet.

### VI. Request for any other committee information that council members are on.

#### a. No Report

### VII. Announcements

#### a. No Report

### VIII. The next Staff Council meeting will take place on March, 13th at 9am in Reese 524.

### IX. Call to adjourn Vidal Dickerson.
Respectfully submitted,
Tracy Worthey
March 13, 2013