The Staff Council meeting was held in Reese 524.

**Officers present:** Angela Gay (President), Cindy Edwards (Vice President), Penny Stevens (Secretary), Karen Haar (Treasurer), Elizabeth Mace (Web Master)

**Representatives present:** Kathy Whaley (Area 1), Juanita Fitts (Area 2), Lolita Rowe (Area 3), Liz Bowling (Area 5), Patrick Jones (Area 6), Beverly Guessford (Area 8), Shannon Homesley (Area 9), Robyn Flowers (Area 10), Marcia Henderson (Area 11), Katherine Humphries (Area 12B), Frank Hogan (Area 13), Rocco Germani (Area 15A), Ronnie Bell (Area 15B), Yvonne Billings (Area 16), Vidal Dickerson (Area 17)

**Representatives absent with notice:** Cynthia Stasiewski (Area 7), Celeste Corpening (Area 4)

**Representatives absent without notice:**

**Alternates present:** Rob Sewell (Area 5); Lora Bassett (Area 2)

**Guests present:** Joanna Roop, Human Resources; Katie Suggs, Chief Jeff Baker, Police & Public Safety; Officer Sean Smith, Police & Public Safety; Kelley Eaves-Boykin, Staff Assembly Chair; Danielle Rodriguez, Eddie Dornsmith

- **Call to Order & Welcome**, Angela Gay, President
- **Guest Speakers**
  - **HR Employee Learning and Development**, Joanna Roop, Human Resources
    - After many months, the Human Resources department is now fully staffed.
    - The focus is for the HR department to be more efficient, providing more relevant and specific solutions to concerns of departments here on campus. Rather than having generic training for everyone, HR wants to be able to provide training that targets specific needs.
    - Joanna also emphasized the Skillport incentives for Employee Learning and Development. There are over 3000 courses available online via Skillport. When you take a certain number of Skillport courses, you can earn a laptop bag and/or padfolio. Information can be found at [http://hr.uncc.edu/professional-development/online-training/skillport/skillport](http://hr.uncc.edu/professional-development/online-training/skillport/skillport)
  - **University Giving Campaign**, Ashley Oster/Katie Suggs
    - The university will be combining the three giving opportunities (the State Employee Combined Campaign (SECC), the Arts & Science Council (ASC) campaign, and the UNC Charlotte campaign) into one campaign – the Giving Green campaign. You can now make one yearly contribution directed to one or more of the designated beneficiary organizations.
    - The campaign will run from October 20, 2011 until November 20, 2011. Kicking off Tuesday, October 18, 2011 in the Student Activity (SAC) Food Court.
o There will be a volunteer week from 11/7 thru 11/11 where faculty and staff can provide their time and energy in lieu of financial donations. More information will be sent on this initiative.

o Additionally, Katie discussed the Governor’s Village Project which is UNC Charlotte’s partnership with TIAA-CREF to provide assistance to four university area schools that have high poverty levels. There are opportunities for get involved once a week and once a month or even once or twice a year at each of these schools. The schools and the UNC Charlotte contact for each school are:

- James Martin Middle School – Contact: Sean Langley
- Nathanial Alexander Elementary School - Contact: TBD (may email Katie Suggs for information)
- John M. Morehead STEM Academy – Contact: Bruce Taylor
- Zebulon B. Vance High School – Contact: Vidal Dickerson

o The third annual 4.Niner K run/walk on October 22nd. The 4.NINERK race is a scholarship fund raising event. All proceeds will be used to fund need-based scholarships for current UNC Charlotte students. Online registration will be available through October 20th. The cost is as follows:
  - $25 for individuals
  - $49 for family
  - $15 for UNC Charlotte students

o Community Policing Report, Chief Jeff Baker, Police & Public Safety

  o Larcenies from vehicles are down to 14 on campus compared to other universities’. Surrounding area 290 year to date. In 2010 on campus’ larceny from vehicles was 42 and 2009 140 year to date.

  o Larcenies from buildings are still on the rise. The items taken are laptop computers left unattended. Jerry Lecomte has implemented an engraving program for laptops which is available for Staff members’ campus laptops located at the student union.

  o A joint effort from CMPD and Campus police led to arrest of a suspect for an armed robbery from a student living in University Terrace apartments. The suspect was picked up the same night the robbery was reported.

o Staff Assembly Update, Kelley Eaves-Boykin

  o Seventeenth President of the University of North Carolina, Thomas Ross Inauguration speech on October 6, 2011 link http://www.northcarolina.edu/inauguration/speech.htm

  - Staff Assembly will be held October 17th & 18th This session will not be video conferenced so all the assembly will attend. Chuck Brink from UNC Chapel Hill will be the new Chairman for the Staff Assembly.

  - Erskine Bowles service award will be voted on. There were 7 nominations from 4 campuses.

  - Staff scholarship fund has $250 in donations presently. Each campus will have an equal part in donations received from the scholarship program. Staff assembly is seeking $1.00 donation from each staff member across the campus. It will create a $3200 scholarship fund.

❖ Treasurer’s Report Karen Haar

- Budget Council Meeting Report – None (No meetings have taken place since our last Staff Council meeting).
- Executive Committee met on Friday, October 7, 2011 and one of the topics discussed was how to implement some budget procedures that Staff Council can use in the future for planning purposes.
- Looking at putting in place line by line allocations for spending in different areas including events, travel, etc.
- Requests for spending needs would go to the executive committee for review and then to the Staff Council for a vote.
- Once processes for budget and purchasing are developed and approved by the Staff Council they will be added to the bylaws.
- Looking at August 15 or earlier to have a budget in place for next year. The review and allocation of the Staff Council budget, early in the fiscal year, will help in planning for events and activities for the whole year and well in advance.
- More to come concerning budget procedures.
<table>
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<th>Fund 117561 - Beginning Balance</th>
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<td>Expenses</td>
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<tr>
<td>Current Balance</td>
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</tbody>
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| Fund 139234 - Beginning Balance | $4,668.13 |
| Fund Allocation                 | 2,500.00  |
| Expenses - Retreat              | $420.00   |
| Expenses - Fall Festival        | 1,406.28  |

| Fund 139234 Balance as of 10/12/2011 | $5,336.85 |

<table>
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<th>Fund 139239 - Contingency Fund</th>
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<tr>
<td>Food Costs for Fall Festival</td>
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<tr>
<td>Contingency Fund</td>
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<td>Food credit</td>
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❖ President’s Report, Angela Gay

- **Academics**
  - Enrollment for Fall 2011 was 25,300 students
  - Enrollment for Masters of Education has decreased. The decision for CMS to no longer fund teachers Master’s Degrees is reflective of the decrease in enrollment.
  - Board of Governors is moving to develop programs of study such as the Professional Science Masters and the Masters of Real Estate.

- **Campus Information**
  - Phase 9, Spruce Hall, is now open and will be renamed next Fall. Laurel Hall is also to be renamed.
  - Planning for Phase 10, behind the Student Union, and Phase 11, South Village (replacing Hunt Village), are underway. To begin Fall 2013.

- **Budgets**
  - Budget cuts have had a significant impact on class size and the number of available classes.
  - Budget cuts have also affected the number of personnel in Police and Public Safety. Due to PPS staff not growing proportionately to the growth of the campus, PPS handles approximately 856 calls per officer (per month).

- Presented at the Staff Awards Breakfast for 3rd Shift Employees
- Presented at Staff Awards Luncheon for 1st and 2nd Shift Employees
- Met with Treasurer.
- Attended Staff Relations Meeting.

❖ Website Updates, Elizabeth Mace/Patrick Jones

- Fall festival pictures and updates on the website.

OLD BUSINESS:

❖ Committee Reports

- **Education & Events Committee**
  - **Orphan’s Heart Diaper Drive**, Shannon Homesley
    - The diaper drive will take place October 17th - November 4, 2011
    - For additional information on Orphan’s Heart, please read the August meeting minutes and/or visit [http://orphansheart.org](http://orphansheart.org)
  - **Fall Festival Recap**, Lora Basset
    - Thank You to everyone for participating in Fall Festival. It was a fun and successful event.
    - All fall festival food leftovers went to Brian Guns for the 2nd and 3rd shift staff members.
All donations for Soldiers Angel’s will be accepted until 4:30 pm on Thursday 10/13 to Lori Bassett in Reese Room 109.

- **Staff Relations Committee, Kathy Whaley**
  - The Staff Relations Committee met on Wednesday, October 5th at which time project coordinators were identified and tasked to conceptualize their project and report back to the committee in November.
  - It is the goal of the Staff Relations Committee to report to the Staff Council in November, those initiatives the committee would like to pursue as a council.

- **Holiday Schedule Follow-Up**
  - Email for Gary Stinnett addressing all suggestions for the Employee Holiday schedule has been sent to all Area Representatives to distribute to their areas.

NEW BUSINESS

- **Committee Reports**
  - **Education & Events**
    - Lora Bassett accepted the appointment of Chair for the Education and Events Committee.
  - **St. Jude’s/Thunder Road Marathon Service, Lora Bassett**
    - St. Jude’s Thunder Road marathon is the next charity support event we will support held November 7th in the Cone center from 10a – 3p. There is a need for 65 volunteers. Community service leave can be used to support this event. For more information contact Annette Price.

- **Notable Honors**
  - On September 14th, Ronnie Bell was honored in the Campus News for his heroism in saving a UNC Charlotte student’s life. On behalf of the Staff Council, Ronnie was presented with a certificate for his service to the University.

- **Campus Information**
  - **Campus Clean Up Day**
    - Campus Clean Up Day is on October 18, 2011 from 10a – 2p. Ninety minutes of release time has been authorized by Chancellor Dubois to assist with this event. Participation is voluntary and must be approved by your supervisor. If you would like to volunteer, please coordinate with the designee within your office to contact UNCC’s Recycling Coordinator.
  - **Open Enrollment for NC Flex Benefits**
    - Open enrollment is October 3 – October 31st.
    - The annual enrollment period is for NC Flex benefits such as dental, vision, critical illness, cancer, accidental death, group term life, health care flexible spending accounts, and dependent care flexible spending accounts).
    - All enrollment changes will be effective January 1, 2012.
    - To enroll or make changes visit [www.ncflexonline.org](http://www.ncflexonline.org).
    - You must re-enroll for the spending accounts yearly. If not these accounts will be terminated December 31, 2011.
  - **Employee Health Website**
    - F/S can now access information regarding physical fitness, nutrition, mental health, and smoking cessation on [http://yourhealth.uncc.edu](http://yourhealth.uncc.edu).
    - Health related trainings, programs, and events for UNCC employees can be found on this website.

The next meeting will be held November 9, 2011 in Reese 524 at 9:00 a.m.

Respectfully submitted,

Penny Stevens

October 21, 2011