



Staff Council Report to the Board of Trustees April 20, 2010

The University of North Carolina School of the Arts' Staff Council is wrapping up an extremely successful and productive year. Last year's economic downturn was difficult, but UNCSA was able to maintain private fundraising levels and create a number of endowed professorships without canceling a single on-campus performance. This truly is a testament to the steadfast commitment of the UNCSA staff, faculty and administration. The show must go on, and it is our responsibility to make the most of the professional training experiences of our talented students.

While our commitment to students is our main priority, staff members also know how important it is to take care of one another. When reversions became a part of our vocabulary, the staff came together to get through the tough times and persevere. And as the financial situation begins to turn around, we are still working together to boost morale and offer opportunities for professional development. This report highlights the work of the Staff Council and its four subcommittees throughout the past year.

2009-2010 Staff Council Events and Priorities

The main goal for this year was to examine the current structure of the Council and find ways to improve the functionality of its committees; this also included implementing *effective* communication amongst the various departments of UNCSA.

The following is a list of significant staff events that occurred throughout the 2009-2010 academic year:

- **September 10, 2009 – All Staff Meeting sponsored by Staff Council**
UNCSA's Chancellor, Chief Operating Officer and Interim Chief Academic Officer gave an informational presentation that reviewed the budget for the past year, brought up issues for the current year and celebrated successful fundraising efforts, performances, alumni cultivation and new additions to the Board of Trustees. I applaud this administrative team for being so accessible to the staff of UNCSA. Not only did they give this presentation at the All Staff Meeting, but also presented it to each of the five art schools, as well as the high school, undergraduate academic program and various other departments on campus.
- **September 16, 2009 – Convocation**
The Chair of Staff Council was invited to join the Chancellor, Deans and Chair of the Faculty Council in welcoming students to campus.
- **October 6, 2009 – UNC Staff Assembly Meeting (Chapel Hill)**

- **October 14, 2009 – Employee Appreciation Ceremony**
This ceremony recognized and honored the commitment and outstanding contributions of staff and faculty at UNCSA.
- **October 15, 2009 – Staff Council Election of Officers**
 - **Kay Bosworth** (Stevens Center) – Chair-Elect and Delegate to the UNC Staff Assembly
 - **Katherine Taylor** (School of Music) – Secretary
 - **Nyambi Shannon** (Residence Life) – Delegate to the UNC Staff Assembly (one-year transitional term)
 - **Alex Johnston** (Community Music School) – Alternate Delegate to the UNC Staff Assembly
- **January 27, 2010 – UNC Staff Assembly Meeting (Video Conference)**
- **February 25, 2010 – Staff Council Meeting featuring Kelley Eaves-Boykin, Chair of the UNC Staff Assembly**
- **April 13, 2010 – UNC Staff Assembly Meeting (Chapel Hill)**

Staff Council Topics of Priority and Concern

- **Changes to the State Health Plan**
Several staff members have expressed concerns about the new Comprehensive Wellness Initiative of the State Health Plan. Human Resources has done a fantastic job of keeping staff informed of the two components (Tobacco Cessation and Weight Management) through their weekly ‘HR Hub’ newsletter. Several initiatives were implemented by the newly created Healthy U Wellness Committee, in partnership with other divisions and departments on campus.
- **Winter Holiday Survey**
For the first time in several years, the winter holiday break at UNCSA had been scheduled for the week before Christmas (December 21 – 25). Several staff members expressed concerns about this change. To insure that the winter holiday break accommodates a majority of UNCSA staff members, Staff Council, in conjunction with Human Resources and the Office of the Chief Operating Officer, conducted a survey. There was slightly more than a 2 to 1 majority for December 24-30 for 2009, and almost 3 to 1 for 2010. Therefore, the 2009 and 2010 holiday breaks were changed to reflect the votes of the majority of staff members.
- **Training Through the Office of State Personnel (OSP)**
Traveling to Raleigh for OSP training is a concern on the UNCSA campus, especially during this time of economic unease; regionalized training is one suggested solution to this concern. For example, a trainer from OSP could come to Winston-Salem State to provide a session for UNC System employees in the area (UNCSA, WSSU, UNC-G and A&T). UNCSA’s Staff Council presented this idea to the UNC Staff Assembly for consideration.

- **UNC Presidential Search**

For the first time, UNC System Staff were able to participate in the UNC Presidential Search. The UNC Staff Assembly worked closely with General Administration and the search committee to generate a survey that allowed every staff member to voice their thoughts about the leadership qualities and characteristics of the next system president.

Work of Staff Council Committees

Membership & Elections Committee – Chaired by Mary Graves, University Programs

- Worked closely with Human Resources to update, and keep accurate, the listing of all UNCSA Staff employees, their home department and their Staff Council district.
- Welcomed 16 new staff employees to UNCSA with an informative email about Staff Council and UNCSA services, along with presenting each with a UNCSA mug with a packet of hot cocoa.
- Sent out invitations for nominations for 2010-2011 Staff Council district representatives and alternates, explaining the responsibilities of the positions and providing names of all the staff in each district. Currently contacting nominees to accept/decline nominations.
- Will be sending out electronic ballots, and paper ballots when necessary, to all staff members in April to elect district representatives and alternates.
- Will send out election results in May.
- Will conduct election of officers at the first meeting of the Staff Council after July 1st.
- Will conduct, in conjunction with Human Resources, the “9th Annual Outstanding Service Award” call for nominations and formation of a selection committee.

Professional Development Committee – Chaired by Ashley Sanders, Human Resources

Professional development opportunities offered throughout 2009-2010:

Date of Session - May 3, 2009

Focus of Session - Garden Spring Cleaning

Presented by – Jamie Moore, Grounds supervisor, UNCSA

Date of Session - May 27, 2009

Focus of Session - Email Management

Presented by – Brent Carter, IT, UNCSA

Date of Session - June 24, 2009

Focus of Session - Internet/Computer Security

Presented by – Eddy Cavanaugh, IT, UNCSA

Date of Session - July 29, 2009

Focus of Session - Are You Ready – Emergency Preparedness and Local Hazard Awareness

Presented by – Winston-Salem/Forsyth County Emergency Management Services

Date of Session - September 17, 2009
Focus of Session - H1N1
Presented by – Ann Potter, Health Services, UNCSA

Date of Session - September 22, 2009
Focus of Session - Surviving Change – Change Management
Presented by – Jimmy Phillips, Senior Learning Manager from Wachovia

Date of Session - January 15, 2010
Focus of Session - F.E.R.P.A. and Public Records Training
Presented by – Julie Risher, General Counsel, UNCSA

Date of Session - February 22, 2010
Focus of Session - Beginner - Warning process and severe weather
Presented by - National Weather Service and the City of Winston-Salem

Date of Session - March 12, 2010
Focus of Session - Advanced - Meteorology and dynamics behind all types of severe weather
Presented by - National Weather Service and the City of Winston-Salem

Upcoming Session:

Date of Session - April 28, 2010
Focus of Session - F.E.R.P.A. and Public Records Training
Presented by – Julie Risher, General Counsel

This committee is also promoting the following online sessions via OSP:

**“Tips for the Positive Deviant”
Friday, April 9, 1-2 pm**

Researcher Jerry Sternin discovered that, "In every group there are a minority of people who find better and more successful solutions to the challenges at hand. Even though they have access to exactly the same resources as the rest of the group, their uncommon practices or behaviors allow them to flourish". One of our favorite positive deviants, Dr. Jane Bozarth, will lead you on an overview: who are some positive deviants? What kinds of success have they had? How did they do it? Plus: 5 critical behaviors necessary for those who aspire to positive deviancy!

**“Juggling 101: Managing Multiple Projects and Priorities”
Thursday, May 6, 1-2 pm**

Winner, LOLA Award for Best Use of Synchronous Tools

"Time management" is an oxymoron. You can't change it, or lengthen it, or shorten it, or 'manage' it. This session will help you identify ways to deal with the things you can manage: yourself, others, and the tasks with which you're confronted.

Where's the Power? What's Your Point?"
Thursday, May 20, 1-2 pm Eastern

Tired of seeing PowerPoint shows that have neither power nor a point? This session provides strategies for developing memorable slides with punch, not just pretty slides peppered with bullets. Join us as we look at ways to hook our learners, generate discussion, highlight critical information, and create learning points that will stick.

In addition to these wonderful opportunities, the Professional Development Committee is applying for a federal grant that could award up to \$25,000 for training. Ashley Sanders met with Forsyth Technical Community College (FTCC) and they have provided UNCSA with a customized training program that would be facilitated by FTCC on our campus. The committee will receive notification about this grant in July 2010.

Social Events Committee – Chaired by Ginger Salmons, Human Resources

The Social Events Committee sponsored several wonderful events during the 2009/10 academic year that provided opportunities for fellowship and increased morale:

- **Oct. 29, 2009: 2nd Annual Pumpkin Carving Contest**
Districts were invited to enter one pumpkin per district.
- **Nov. 18, 2009: Cookie Swap**
Faculty and Staff were invited to participate in an old-fashioned cookie swap in preparation for the up-coming holiday season.
- **Dec. 16, 2009: Annual Holiday Potluck Luncheon**
Faculty and Staff were invited to share a time of fellowship, food and fun. Aramark graciously donated and prepared the turkeys and ham. The Social Events Committee created 15 beautiful centerpieces that became door prizes for participants in the Samaritan Ministries Canned Food Drive, co-sponsored by the Community Service Committee. The canned food drive was strongly supported as individuals donated contributions before the luncheon began. And our very own, "Santa's Swingin' Snowmen" delighted all with their wonderful festive tunes of the season!
- **Feb. 24, 2010: Chili Competition and Cornbread Cook-Off**
Faculty and Staff were invited to enter the 1st Annual Cook-off with their personal favorite chili and/or cornbread recipe. There were 15 chili entries and 9 cornbread entries that included everything from venison chili to chocolate chili. Participants and diners were asked to make a \$1.00 contribution for the American Red Cross Haiti Relief Effort; \$130 was collected for this cause.

Upcoming event:

- **April 23, 2010: UNCSA Night at THE DASH**
UNCSA employees have purchased **67** tickets for an evening at the ballpark! Seating has been reserved for our group. We will be recognized during announcements that

evening and each participant will receive a \$5.00 Chick-fil-A coupon along with a Winston-Salem Dash hat.

Community Service Committee – Co-Chaired by Mike Shoaf, Facilities Management and Kurt Linney, Information Technologies

- **November 2009 – Food drive for Crisis Control Ministries**
- **December 2009 – Food drive for Samaritan Ministries**
In partnership with the Social Events Committee's Holiday Potluck
- **February 2010 – Polar plunge for Special Olympics**
On February 13th, several staff members from UNCSA participated in the Winston-Salem Police Department's Polar Plunge to benefit Special Olympics. Our very own Freezing Pickles raised approximately \$500 for this very special cause. Thank you Diane Millette, Steve Holland, Chris Evans, Mike Shoaf and Mike's daughter for braving the cold water and representing UNCSA!
- **February 2010 – UNC Staff Have a Heart Campaign**
Toiletry collection for Samaritan Ministries; On February 15th, the UNC Staff Assembly conducted a statewide Day of Service. UNCSA collected toiletry donations for Samaritan's Ministries. President Bowles was so impressed by the efforts of the staff of all of the UNC System Schools, he decided to make a personal contribution to Samaritan Ministries right here in Winston-Salem.
- **February 2010 – Chili Cook-Off Collaboration with Special Events**
In collaboration with the Social Events Committee, this fundraiser raised \$130 for the American Red Cross' Haiti Relief Effort
- **March/April 2010 – BirdFest Fundraiser for Habitat for Humanity**
Works of art, including yard art and birdhouses, are auctioned off at this annual fundraiser

It is truly an honor to represent the staff of UNCSA. This year has been a very productive one, and I do believe we accomplished our goal of examining the current structure of the Council and finding ways to improve the functionality of our committees. Overall communication across departments on campus has also improved. I have learned so much from my colleagues within the UNC Staff Assembly and am grateful for the time to work closely with so many wonderful members of the UNCSA family to make our Staff Council a productive and effective partner within the UNC System.

Respectfully submitted,

Amanda Balwah
Chair, UNCSA Staff Council