

## **UNCSA Staff Council Meeting Minutes for March 18, 2021**

### **Sharon Fogarty - Welcome & Introduction**

- we have standing ovations to announce today.
- Quorum reached (Dave)
- Recording part of meeting for Brian Cole.
- We really do appreciate everybody's enthusiasm to participate with Staff Council. And on that note, don't forget we could use more assistance, we have a professional development chair position open. the awards and events committee always needs a little extra help, and the chair elect.

### **Kathryn Rowe - Welcome New Employees**

Luke Payne - School of Music  
Christopher Walbourn - public safety  
James Chandler - facilities maintenance  
Molly Doan - Design & Production  
Heidi Mallory - Director of Budget  
Larry Garrison - Building Environment Services

### **Kathryn Rowe - Elections**

- Upcoming for odd-numbered districts, look for nominations next week.

### **Dave LaVack - Call for February Meeting Minute approval**

- Robin O'Neal moved to approve, Latonya seconded, no discussion, motion passed

### **Brian Cole – Annual Evaluation and Feedback Tool**

- we have had older administrative and executive administration evaluation tools that were used by the Faculty Council, were not made into policy.
- brought up recently as we were looking for consistent and reliable feedback evaluation mechanism for leadership on the campus.
- I want us to have a really strong culture of assessment, where we always look critically at things we do, and we look at it from a different perspective, that we consider feedback and we consider opinions and we use that and how we make decisions and also and how we hold people accountable.
- I've expanded that to not just deans and vice Chancellor's and Chancellor, but also to other members of the Cabinet, Associate Vice Chancellors, University Library - not checking a box for a title of director, but people who supervise a lot of direct reports, people who supervise teams of people.
- lastly, and most importantly, we have a lot of trust to build in this campus and I think taking a step like this and having something we can rely on will go a long way towards helping this campus start to build more trust in that you have a voice and it can be shared anonymously, and that you know it's going to be heard.

- Q&A

### **Patrick Sims, Kris Julio, Claire Machamer – EDI Statement**

- a vision statement that represents the collective interests of the broader campus.
- it really is supposed to be an aspirational statement, it is supposed to be something that we can all kind of get behind together and we can use it to give energy and give us resilience as we continue through this work because it's going to be something that we're going to be doing for a long time and so we need an inspirational statement like this to guide us.
- (Patrick) The one thing I will say, initially, folks, get a little concerned that the arts piece isn't as prevalent in the statement. I just want to point out that we do have a mission statement we have a mission statement and a set of value statements, those things, speak more broadly to our purpose or function and our engagement with the arts. This is about, if I just asked you to limit the conversation, to zero in and focus on what are we going to do in the name of EDI as an organization.

### **Dave LaVack – Dynamic Forms**

- one of two main tools we use for creating forms.
- lends itself to administrative workflows because it is secure, it incorporates US Dept of Education approved Digital Signatures (no Adobe account or software required), works with Single Sign on so no new usernames/passwords, connects to and can autofill info from banner, has built-in support for multi-signature workflows and is great for processes and procedures that need to be audited.
- is available to all faculty, staff and students and allows use by non-UNCSA persons.
- has streamlined all form processes in Financial Aid and we are branching out to other departments with great success.

### **Sharon Fogarty – announcements**

- Virtual Week of Events last week of the month
- Standing Ovations - Katherine Johnson, Jeremy Serkan Aaron Ross and Terry Harmon.

### **LaTonya Wright – Volunteer Programs**

- Shred it day coming up, Staff Volunteer program with Rebecca Nussbaum rolling out in June,

### **Camilla Norris – HR**

- Good afternoon everyone. performance evaluations are due to human resources by April 30 and EHRA evaluations are due by May 31.

### **Sharon Fogarty**

wellness Wednesday that the students will be observing HR will host a mental health training on that will be provided by comp site. So information about that will be coming out soon once they forward us the information, so stay tuned to mySA and that date again is April 14.