



UNIVERSITY OF NORTH CAROLINA  
**SCHOOL of the ARTS**

<b>STAFF COUNCIL MEETING</b> <b>May 20, 2010</b> <b>EISENBERG SOCIAL HALL</b>	
<b>Voting Representatives Present</b>	Amanda Balwah, Kay Bosworth, Rebecca Brown, Darren Chiott, Mark Graves, Bessie Hairston, Harriette Jones, Susan Mecum, Diane Millette, Kim Pauley, Teresa Prevatte, Ginger Salmons, Katherine Taylor
<b>Ex Officio</b>	Susan Porter
<b>Alternates and Guests Present</b>	Mark Deal, Mary Graves, Antonio Johnson, Bridgett Robinson, Ashley Sanders, Mike Shoaf
<b>Call to Order and Roll Call</b>	Amanda Balwah welcomed the members and called the meeting to order. Katherine Taylor took roll call.
<b>Approval of Minutes</b>	The April 2010 minutes were accepted as written after a motion was made, properly seconded, and unanimously approved.
<b>Committee Discussion and Reports</b>	<p>Ashley Sanders gave an update on the Professional Development Committee.</p> <ul style="list-style-type: none"><li>• The committee applied for a federal grant so that training and development courses may be offered to UNCSA. They worked with Forsyth Tech to create a customized program and requested \$24,000. If the grant is approved, courses will be offered to faculty and staff during work hours. Geri Cochran would help to schedule classrooms, and supervisors would be asked to allow employees to attend these courses on a regular basis. Offerings would likely include training for faculty and for maintenance workers as well as courses in communications, management, Word and Excel. More information will be shared with the campus when it becomes available.</li></ul> <p>Ginger Salmons gave a brief update on the Social Events Committee.</p> <ul style="list-style-type: none"><li>• 62-67 people attended a game at the Dash on April 23, and another Dash outing is being planned. Participants will pay a low group rate of \$7.50 per person which includes admission, a Dash hat, and a Chik-fil-A voucher. More information will be shared with the campus.</li></ul> <p>Mike Shoaf gave an update on the Community Service Committee.</p> <ul style="list-style-type: none"><li>• Mike is not sure how many people participated in Habitat for Humanity's BirdFest, but will follow-up with Habitat.</li><li>• A few people from UNCSA will be traveling to Romania this summer to participate in a project called Touch Romania. They will be helping new mothers and young children. Mike suggested collecting diapers, wipes, clothing, etc...during the month of June.</li></ul> <p>Mary Graves gave an update on the Membership and Elections Committee.</p> <ul style="list-style-type: none"><li>• Elections are coming up for eight districts. Two odd-year districts will need to have special elections.</li><li>• Mary made a motion to combine District 2 with District 10 because no one from District 2 is able to serve on Staff Council. The motion was properly seconded and unanimously approved.</li><li>• There is only one person on the ballot for District 3. Another person is needed or districts may need to be reorganized. The High School and Campus Police offices are short staffed, so these districts may need to be reorganized as well.</li><li>• Mary plans to survey outgoing representatives.</li><li>• Susan Porter suggested reaching out to EPA Non-Teaching staff who may not realize that they can participate in Staff Council.</li><li>• Mark Graves suggested clarifying the role and purpose of Staff Council and asking representatives to communicate more with their districts.</li></ul>

<b>Old Business</b>	<ul style="list-style-type: none"> <li>• The State Health Plan will not conduct random screenings in coordination with the Smoking Cessation Program being implemented during 2010-2011.</li> <li>• The UNC Staff Assembly is urging everyone to contact their legislators to voice their concerns about the budget. Such contact must be made on your own time, using your own resources.</li> <li>• Next Tuesday, May 25, is UNC Legislative Day. Each campus is forming a delegation of 20 people (comprised of faculty, staff, BOT members, and friends of the school) to go to Raleigh to advocate for their campuses and employees. Jim DeCristo is forming our group.</li> <li>• Our holiday schedule should be consistent with other campuses. Employees who would like to have time off for a holiday that is not included in our holiday calendar should use vacation time. Recommended changes to the holiday schedule should be examined once we move to semesters. Amanda agreed to present two recommendations to Human Resources for further consideration: <ul style="list-style-type: none"> <li>1. Reinstitute the Veteran's Day, Good Friday and Memorial Day holidays (meaning employees would have to use personal time if they want additional days during the winter break)</li> <li>2. Make the Veteran's Day, Good Friday, Memorial Day holidays floating holidays that employees can use whenever they would like (pending supervisor approval)</li> </ul> </li> <li>• An all-school strategic planning meeting will be held in the fall.</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• It was unanimously decided that Staff Council will not hold meetings during June and July.</li> <li>• The UNC Staff and Faculty Assemblies are working on resolutions and recommendations to submit to Erskine Bowles and Anita Watkins. Kelley would like to include suggestions of other ways to save money in lieu of furloughs. Please send recommendations to Amanda, as well as information about how your departments have been directly affected by budget cuts.</li> <li>• Amanda would like specific suggestions as to how Staff Council can be improved. What are we doing well? What could we do better? What else should we be doing?</li> <li>• Amanda noted the accomplishments that we've made this year (as of April 28): <ul style="list-style-type: none"> <li>○ 10 Professional Development Sessions</li> <li>○ 5 Social Events</li> <li>○ 6 Service Projects</li> <li>○ 3 delegates to the UNC Staff Assembly</li> <li>○ 1<sup>st</sup> year that the Staff Council Chair was invited to address the students at convocation</li> <li>○ Initiation of the survey regarding our holiday schedule</li> <li>○ A quorum at almost every meeting</li> </ul> </li> <li>• Amanda asked if our current meeting date and time is working for everyone. No one seemed to have a problem with it, so we will stick with the same schedule next year.</li> <li>• Amanda suggested establishing an ad hoc committee to address items of new business.</li> <li>• A member suggested distributing a newsletter.</li> </ul>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• A ceremony and luncheon for employee appreciation will be held in the fall. Nominations will be accepted for the outstanding service award.</li> </ul>
<b>Minutes submitted by:</b>	Katherine Taylor