

The HR Hub

Volume 12

October 3, 2008

What will you give this season?

Inside this issue:

Time Sheets & Accruals 2

Classification/ Compensation News 3

Recruitment Updates 3

American Indian Heritage Month 4

Flu Shots at UNCSA 6

PICTURES

Pumpkin Mania 7

PICTURES

Farewell to Steve Davis 8

PICTURES

Calendar 9

SECC

How do You give?

Once you have decided which charity to support, you will need to complete a Pledge Form. You have a choice in how you wish to make a pledge. The most convenient way to give is by payroll deduction. It's easy and efficient. The minimum for payroll deduction is \$5.00 per month, which is about .20 a day. You can also give by cash, check or credit card if these methods are more convenient for you. The SECC offers a secure site for credit card transactions through PayPal.

Can't find your charity in the SECC 2008 Resource Guide?

Visit their website, www.ncsecc.org, for on-line search assistance, or call the State Campaign Office at 919-821-2886 for help.



The deadline is November 14th. Your contribution this year is more important than ever. Be the one who cares. Be the one who makes a positive difference for those in need!

| Gifts for SECC Campaign | | Min. Annual Contribution to qualify for drawing. | Min. Annual Contribution to qualify for drawing. |
|-------------------------|-------------------------------------|--|--|
| \$50 | Gas Card | \$480 | \$40 |
| \$25 | Hanes Mall Gift Card | \$240 | \$20 |
| \$25 | Hanes Mall Gift Card | \$240 | \$20 |
| \$20 | Target Gift Card | \$120 | \$10 |
| (3) | Free Meal Coupons for Hanes Commons | \$60 | \$5 |
| \$25 | Movie Gift Card | \$12 | \$1 |

Overtime Pay for Direct Hire Temporary Employees

Temporary Employees may often work two or more simultaneous assignments with different straight-time pay rates. When the combined hours exceed 40 hours worked in a single work week, the temporary employee must be compensated at time and one half for hours worked over 40. The overtime rate of pay is calculated according to the U.S. Department of Labor, Employment Standards Administration Wage and Hour Division regulations. See an example of the calculation below:



For additional information, visit the Wage and Hour Division Website: <http://www.dol.gov/esa/whd/regs/c...>

| Example: | <u>Position 1</u> | <u>Position 2</u> |
|-----------------|--------------------------|--------------------------|
| Hours Worked: | 38.00 | 12.00 |
| Hourly Rate: | \$ 9.00 | \$ 7.50 |
| Gross Earnings | \$342.00 | \$ 90.00 |

TOTAL Gross Earnings = \$ 432.00 TOTAL Hours worked = 50 (note: 10 hours worked over 40 in a work week)

Gross Earnings of \$432.00 is divided by total number of hours worked, 50, in order to arrive at hourly overtime pay rate of \$8.64.

Overtime pay rate \$ 8.64 x 10 hours worked over 40 = Gross Overtime pay of \$86.40.

TOTAL Gross Earnings with O.T. pay = \$ 518.40

Personnel Data File (PDF)

Each fall, HR produces the Personnel Data File (PDF), which is submitted to the Institutional Research and Analysis Division of UNC-General Administration. EPA and SPA employees, as well as Graduate Assistants, are included in the data file. The PDF is used by General Administration to generate several standard reports, including IPEDS and requests for information by the Legislature. There are approximately 70 demographic, educational, and funding related data items reported on each employee. This year, for the first time, we are producing the PDF from BannerHR. The creation of a successful PDF is a cooperative project between Human Resources, Information Technology, Budget, Office of the CAO, and Institutional Research.



This file is a snapshot of the employee database as of the payroll date closest to October 1st.

Recruitment Update

We are currently recruiting for 3 positions. They are as follows:

Alumni Director - The University of North Carolina School of the Arts seeks an Alumni Director to activate and unify the school's 11,000+ alumni. This position will report to the Chief Advancement Officer and will be responsible for overseeing the communications program and fundraising for alumni, students, and parents of current and former students.

Dean of Music – The University of North Carolina School of the Arts seeks an experienced leader to serve as Dean of the School of Music. The preferred starting date is July 1, 2009. The Dean is the top administrator in the School of Music and reports to the Chancellor. He or she provides artistic, academic, and managerial leadership to the School of Music faculty, students, and staff.

General Counsel – Recruitment Update: The committee met last week to conduct a final review of applicant materials.

To view in full any of the vacancy announcements for the aforementioned positions, please visit <http://www.ncarts.edu/humanresources/jobopportunities.htm>

State of North Carolina



MICHAEL F. EASLEY
GOVERNOR

AMERICAN INDIAN HERITAGE MONTH

2008

BY THE GOVERNOR OF THE STATE OF NORTH CAROLINA

A PROCLAMATION

WHEREAS, 99,551 American Indians live in North Carolina, according to Census 2000, giving the state the largest American Indian population east of the Mississippi and the eighth largest American Indian population in the country; and

WHEREAS, North Carolina is home to eight American Indian tribes: the Coharie, the Eastern Band of Cherokee, the Haliwa-Saponi, the Lumbee, the Meherrin, the Occaneechi Band of Saponi, the Sappony, and the Waccamaw-Siouan; and

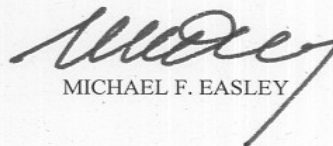
WHEREAS, these tribal governments and four urban American Indian center organizations located in Charlotte, Fayetteville, Greensboro, and Raleigh uniquely address the most critical issues confronting North Carolina American Indian citizens, such as school dropout rates higher than the general population, elevated unemployment and poverty rates, lack of safe and affordable housing, health disparities, increasing higher education attainment levels, and business growth and development in and near tribal communities; and

WHEREAS, American Indians in North Carolina have historically engaged the state's educational systems, driven by their attempts to continually advance their tribal communities and increase economic opportunities, promote self-sufficiency, and maintain tribal sovereignty; and

WHEREAS, the North Carolina Commission of Indian Affairs, in collaboration with United Tribes of North Carolina, Inc., in highlighting the historic importance of education to American Indian people in the state, have established the following theme in their celebration of American Indian culture in 2008: "Olde Indian Schools in North Carolina – Indian Education: Protecting the Past, Guiding the Future;"

NOW, THEREFORE, I, MICHAEL F. EASLEY, Governor of the State of North Carolina, do hereby proclaim November 2008, as "AMERICAN INDIAN HERITAGE MONTH" in North Carolina and urge our citizens to recognize and celebrate the many achievements and contributions made by the native inhabitants of North Carolina.




MICHAEL F. EASLEY

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of North Carolina at the Capitol in Raleigh this twenty-fourth day of October in the year of our Lord two thousand and eight, and of the Independence of the United States of America the two hundred and thirty-third.

2008 American Indian Heritage Month

Recognizing and Celebrating American Indian Heritage Month

The Governor of North Carolina has proclaimed November 2008 as “**American Indian Heritage Month**” in North Carolina and has called upon the citizens of this state to observe and commemorate American Indian Heritage Month. To view Governor Easley’s Proclamation on American Indian Heritage Month, click here. [American Indian Heritage Month Proclamation](#).

On September 28, 1915, the Congress of the American-Indian Association declared the second Saturday of each May as an American-Indian Day. After that, several states declared American-Indian days until 1976, when Congress passed a joint resolution authorizing the President to proclaim the week of October 10-16 as Native- American Awareness Week. In 1990, an entire month was set aside for the celebration of Native Americans. 1992 was proclaimed as the ‘Year of the American Indian,’ based on legislation by Congress.

The North Carolina Commission of Indian Affairs was created in 1971 by the North Carolina General Assembly. The Commission was established pursuant to North Carolina General Statute’s 143B-404 through 143B-411. The eight (8) state-recognized tribes located in North Carolina are: Coharie Tribe, Haliwa Saponi Indian Tribe, Waccamaw Siouan Tribe, Meherrin Indian Tribe, Occaneechi Band of Saponi Nation, Sappony, Eastern Band of Cherokee, and Lumbe Tribe. The Eastern Band of Cherokee is fully recognized by the federal government while the Lumbee tribe has partial federal recognition as a result of the Lumbee Act of 1956. There were 99,541 American Indians located in the state of North Carolina when the 2000 US Census was conducted.

Additional References:

North Carolina American Indian History Time Line: <http://ncmuseumofhistory.org/nchh/amerindian.html>

Commission Indian Affairs: <http://www.doa.nc.gov/cia/index.htm>

National Congress of American Indians: <http://www.ncai.org/>

Tribes and Organizations in North Carolina: <http://www.doa.nc.gov/cia/tribesorg.htm>

Indian Country Today: <http://www.indiancountry.com/>

General Indian-Oriented Home Pages: <http://www.nativeculturelinks.com/general.html>

Selected American Indian Tribes: <http://www.infoplease.com/spot/aihmnaitions1.html>

Prepared by: NC Commission of Indian Affairs

Flu Shots at UNCSA

150 people showed up to get their flu shot on October 31st. The lines, hardly long, moved quickly!



Last year 137 people received their flu shots on campus!

Pumpkin Mania

Pictures taken by Ben Mills



District 11: HS Academic Prgm & Drama



District 13: Welcome Ctr



3RD PLACE WINNER

District 10: Finance



2ND PLACE WINNER

District 1: Sunnyside & Main



District 7: Housekeeping



District 16: Semans Library



District 2: Admin Bldg, 2nd Fl



1ST PLACE WINNER

District 9: IT



District 14: Music



District 8: Film Village



1ST PLACE WINNER

District 4: D&P / HR

Farewell to Steve Davis

Pictures taken by Brent LaFever

On October 28th we gave a fond farewell to Steve Davis!



Steve & Carin Ioannou



Scott Spencer & Steve



Chancellor Mauceri Elaine, George & Steve



UNIVERSITY OF
NORTH CAROLINA
SCHOOL OF THE
ARTS

November 2008

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| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|-----|---|--------------------------------|-----------------------------------|-------------------------|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 Permanent Time-sheets Due | 6 | 7 | 8 |
| 9 | 10 | 11 VETERANS DAY | 12 | 13 | 14 MID-MONTH PAY DAY | 15 |
| 16 | 17 | 18 Mid-Month Time-sheets due (all temp paperwork due) | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 MONTHLY PAY DAY | 27 Thanksgiving Holiday | 28 | 29  |
| 30 | | | | | | |

The Office of State Personnel has extended the deadline for the Worksite Wellness Policy Survey!

It will only take a few minutes!

<http://www.zoomerang.com/Survey/?p=WEB228AY93EWWH>