

NORTH  
CAROLINA  
SCHOOL  
OF THE

# ARTS

<b>STAFF COUNCIL MEETING SEPTEMBER 20, 2007 RJR SCREENING ROOM</b>	
<b>Present:</b>	Jim DeCristo, Debbie Frezell, Jean Marie Gallagher, Trish Garner, Harriette Jones, Leslie Kamtman, Lisa Lambert, Fred Nelly, Cathy Pighini, Susan Porter, Ramona Richmond, Mike Shoaf, Dalcyrus Simmons, Martha Urbanik, Suzanna Watkins, Lauren Whitaker, Bill Wynne
<b>Introductions</b>	The co-chairs, Jean Marie Gallagher (SPA) and Suzanna Watkins (EPA) introduced themselves and welcomed the new members to the council.
<b>Election of Secretary</b>	Martha Urbanik, University Administrative Manager for the School of Music, was elected to serve as Secretary for the council.
<b>Approval of May 2007 Minutes</b>	Since there was not a quorum at the May meeting for it to be official, no minutes were taken nor submitted for approval.
<b>Review of Staff Council Representative Responsibilities</b>	The council by-laws and a <a href="#">list of current EPA and SPA campus representatives</a> were distributed. Last year's council initiated a review and update of the by-laws, which needs to be finalized. The current committees also need to be consolidated and reorganized and new members selected. There was discussion on how other state schools elect representatives and the names given those groups. Various alternatives for representation classifications were also suggested and will be discussed at future meetings. Current classifications will not change until this council's term expires.
<b>Campus Announcements</b>	Jean Marie reported on upcoming events and activities in the schools and various departments. <a href="#">Link to Announcements List.</a> There was also a reminder to notify Campus Police of upcoming Special Events because of the parking situation on campus.
<b>UNC System News</b>	A report was given about the various issues affecting all of the state campuses, including President Bowles study on lapsed salaries, textbooks costs, cell phone usage by campus personnel, and the task force dealing with human resources changes in the Office of State Personnel.
<b>Committees Review</b>	<ul style="list-style-type: none"> <li>• Jim DeCristo, chair of the Elections Committee, will continue discussion in future meetings on how employee classifications affect elections and the plan for elections in 2009. Suzanna Watkins is serving in an interim capacity in the position vacated when Jenny Ruggieri left NCSA.</li> <li>• Beth Cox in HR suggested making the Employee Wellness Committee part of the Employee Relations Committee. Debbie Frezell volunteered to chair and Beth co-chair and hope to provide programs for employee health and professional support. She welcomes anyone interested in serving with her. The council formalized this inclusion by unanimously electing Debbie as chair.</li> </ul>

<b>UNC Staff Assembly</b>	<ul style="list-style-type: none"> <li>• Jim DeCristo, Debbie Frezell, and Jean Marie Gallagher are the NCSA representatives to this assembly. An alternate needs to be selected at a future meeting. Members were asked to submit broad-reaching issues to be presented at future assembly meetings. There are 12 committees at the state level that consider various issues.</li> <li>• Further discussion is needed on section IV E of the by-laws concerning UNC Staff Assembly Meeting representation. Based on the current delegate representation this will necessitate changing that section.</li> </ul>
<b>Future Topics</b>	<ul style="list-style-type: none"> <li>• There was discussion on the need for a council website to facilitate communication about council activities. IT is currently building a new page. The current site has not been updated in several years. Suggestions for a new site included spotlighting individual departments. Members are also asked to make suggestions about content for the site.</li> <li>• There was discussion about funding available to the council. None is available at this time and Jean Marie will investigate how other schools deal with this issue.</li> <li>• Susan Porter encouraged members to bring other employees to the meeting to help increase awareness of the issues on campus and to serve as a networking opportunity. She also suggested spotlighting individual employees at the website once it is active.</li> </ul>
<b>Minutes submitted by:</b>	Martha Urbanik

## Staff Council – September 20, 2007 – Campus Announcements

- + EPA pay raises will show up in Sept. paychecks
- + \$160,000 budget reduction this year (\$70,000 next year) efforts being made not to reduce department budgets – perhaps lapsed salaries can cover this.
- + Oct. 15 celebration for Susan McCullough. Staff can get one ticket (\$60 value!)
- + If you have comments on the Performance calendar (once it is published & distributed) please direct them to Suzanne Hilser-Wiles in Advancement – not to each other or people outside the school.
- + BOT meets next week (committees on Wed., Regular meeting on Thursday).
- + PeopleAdmin is a new software program for HR to track hiring & performance evaluations
- + Please do not use Every Friday Email for advertising events that serve alcohol. Also new restrictions will be put in place to curtail advertising of non-university events.
- + New laws concerning smoking – All state buildings smoke free by January 1, 2008. Some outside locations will also be posted as smoke free.
- + President Bowles' current initiatives: Lapsed Salary Study; Textbook study; cell phone study.
- + BANNER is running test data. Our Finance staff has been working twice as hard to do training to get this going. Thank you!
- + Director of Purchasing search is nearly complete. An excellent candidate will be offered the position. Exec. Asst. Position in Finance will be filled soon, also.
- + CUKE – Campus Updates on Key Emergency System. Please sign up.
- + Please work with NCSA Police if you plan an event that will bring more than 15-20 extra vehicles to campus. We are very limited on visitor parking spaces. The police are negotiating with YWCA to use some of their spaces during the day for special events (shuttle will cost \$30 per hour).
- + Although it has not dominated the news lately, don't forget there is still the Avian Flu Pandemic in our future! Experts are still saying it is not "if" but a matter of when and where it will occur. Information sessions and emergency plans are being planned.
- + Construction Updates: Acadia property clean up; deMille finished end of Oct.; Playing field finished late fall; hot water pipe broke in Gray Bldg.; Lower Housing fire alarms & sprinklers nearly done (more next summer).
- + Faculty/Staff Convocation cancelled – what have you heard?  
The Executive Team will be meeting tomorrow (Frt., 9/21/07)  
to discuss ways to kick off the year – Looking at opportunities to celebrate the school and create excitement – possibly other than the "same old thing"  
Who attended the student convocation? It was GREAT!

NCSA Staff Council – Representation by Federal Job Classification – October 2007

<b>PROFESSIONAL</b>	Pighini Richmond Urbanik	Cathy Ramona Martha	1398 3279 3252	pighinic richmond urbanikm	Gray Hanes Music
Harris	Walter	IT	Balwah	Amanda	Kenan
Forrest	Casey	IT	Lotich	Lynda	Kenan
Hunt	Shannon	IT			
Carter	Brent	IT	Ashford	Hannah	Dance-Costu.
Pandi	Tamar	IT	Bohannan-Jones	Christine	Fitness Ctr
Caston	David	IT	Wilmot	Kenneth	Music
Cavanaugh	Eddy	IT	Hammarback	Julie	Music
Porter	Susan	HR	Pauley	Kimberly	Film
Sanders	Ashley	HR	Poole	Bill	Welcome
Carmona	Damon	Drama	Shepley	Virginia	D&P
Degnan	Mary Jane	Drama	Smith	Billie	Acad.-UG
Cook	Doris	Finance	Perry	Joy	Stevens
Spence	Deborah	Finance	Bosworth	Kay	Stevens
Gunter	Debra	Finance	Spencer	Scott	Stevens
Feeser	Amanda	Hanes	Valoris	Paul	Stevens
Barnes	Martha	Hanes	Fulk	Sally	Dance
Gump	Nora	Hanes	Dalby	Jefferson	Dance
			Partridge	Franklin	Dance
			Wilson	John	Dance
Mount	Joseph	Alum	Wheeling	Patricia	Dance
Carpenter	Marla	Comm & Mkt	Briggs	Bebe	Dance
O'Neal	Robin	Perf. Fac.	Rhodes	Kenneth	Dance

<b>SERVICE &amp; MAINTENANCE</b>	Jones Joyner Neely	Harriette Annette Fred	3324 3324 3324	Welcome Admin Facilities	
Moore	Jamie	Facilities	Hester	Jason	Facilities
Franklin	Jerry	Facilities	Jackson	Aaron	Dance
Mitchell	Hector	Facilities	Jackson	Bobby	Hanes
Angel	Kevin	Facilities	Johnson	Antonio	Facilities
Basemore	Allen	Music	Lane	Amanda	
Booker	Keith	Facilities	Mccollum	Barron	Commons
Brown	Windell	Gray	Miller	Robin	Gray
Caldwell	Vivian	Facilities	Mitchell	James	Hanes
Carter	Sonja	Perf. Fac	Norwood	Donald	Connector
Cespedes	Altagracia	Dance	Phillips	Gail	Film
Cespedes	Adalgisa	Semans	Quick	Michael	Facilities
Coward	Shawn		Roberts	Joseph	D&P
Crawford	Suevary	Gray	Robinson	Bridgett	Perf Fac
Crosby	Barbara	Connector	Rush	Robert	Facilities
Hairston	Bessie	Music	Santos	Hector	Drama
Harding	Robert	Facilities	Simmons	Dalcyrus	Commons
Hernandez	Sammy	Fitness Ctr	Spillman	Patricia	Film

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<b><u>TECHNICAL</u></b>					
	Wynne	Billy	1237	wynneb	IT
Huesman	Bill	Music	Reich	Janice	Finance
Grillo	Kathryn	Dance-Cost	Waldo	Karen	Hanes
Johnson	Mark	Perf Fac	Linney	Kurt	IT
O'Kelly	Patrick	Stevens	Bailey	Kay	IT

<b><u>SKILLED CRAFT</u></b>					
	Shoaf Lambert	Michael Lisa	1228 1476	shoafm lambertl	Facilities Hanes
Cameron	Wayne	Hanes	Deal	Mark	Facilities
Campbell	Sherri	Hanes	Jones	David	Facilities
Devine	Jim	Hanes	Martin	Timothy	Facilities
Parks	Stephen	Perf Fac	Mitchell	Brent	Facilities
Hunter	Ronnie	Stevens	Morrison	Edward	Facilities
Heath	James	D&P	Chisholm	Tony	Facilities
Huesman	Bill	Music	Russell	Robert	Facilities
Grubbs	James	Facilities	Southern	Jason	Facilities
Gauldin	Donald	Facilities	Walser	Roney	Facilities
			Harrison	Danny	Facilities

<b><u>PROTECTIVE SERVICES</u></b>			
Davis	Gary	3321	davisg
Boyce	Eric	Fries	Ronald
Cobb	Gary	Fuiell	Sherrie
Collins	Melissa	Pittman	Celisa
Dorsett	Eddie	Sheppard	Geraldine
Faye jr	Walter	Wooten	Robin

<b><u>OFFICIALS &amp; ADMINISTRATORS</u></b>			
Garner	Trish	3307	garnert
Garner	Trish	Welcome	

NCSA Staff Council – Representation by Federal Job Classification – October 2007

<b>ADMINISTRATIVE SUPPORT</b>					
Cochrane	Stephen		1247	cochranes	Finance
Gallagher	Jean Marie		3275	gallagherjm	Hanes
Rush	Elizabeth		1589	rushe	Finance
Thompson	Alice		1332	thompsona	Film
Madigan	Ann	Hanes	Roggenkamp	Joan	Admin
Haney-springs	Tomika	Hanes	Salmons	Ginger	Admin
Gentry	Marie	Hanes	Tillman	Likesha	Admin
Kearns	Marc	Hanes	Vogler	Shalon	Admin
Holland	Steve	Hanes	Davis	Claudia	Admin
Moore	April	Hanes			
Poole	Thomas	Hanes	Johnston	Debbie	Dance
Rhymer	Alphonso	Hanes	O'Neal	Tonya	Dance
Fraley	Judson	Hanes			
			White	Sylvia	Gray
Cao	Kim	IT	Hoover	Todd	Gray
Davis	Jannie	D&P	Smidowicz	Karolina	Semans
Carter	Pamela	D&P	Dailey	Gregory	Semans
Dowell	Christina	D&P	Brown	Rebecca	Semans
Gonza	Brenda	D&P	Nicholas	John	Semans
			Rowe	Kathryn	Semans
Prevatte	Teresa	Drama	Donnelly	Patrick	Semans
			Rainwater	Kathy	Stevens
Haynes	Erin	Film	Scott	Russell	Stevens
Fuller	Sonja	Film	James	Marilyn	Stevens
Seiler	Patsy	Film	Johnston	Jennifer "Alex"	Stevens
Citron	Ira	Found.	George	Laresha	Welcome
Tuttle	Angela	Found.	McNeill	Teresa	Welcome
			Mecum	Susan	Welcome
Millette	Diane	Facilities	Moore	Donita	Welcome
Creech	Karyl	Facilities	Ndege	Anthony	Welcome
			Sloan	Casey	Welcome
Green	Nakita	Connect	Stumpf	Lynne	Welcome
Helsabeck	Chris	Police	Teachey	Martha	Welcome
			Williams	Jessica	Welcome
Taylor	Mary C.	Music	Koscher	Mary	Welcome
Lewis	Carolyn	Music	Chiott	Darren	Welcome
Taylor	Mary K.	Music			
			Graves	Mark	Alum

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<b>EPA</b>	DeCristo	Jim	2862	decristoj	Admin
	Frezell	Debbie	3286	phild	Fitness Ctr
	Kamtman	Leslie	1395	kamtml	Semans
	Watkins	Suzanna	722-0030	Suzannaw@ kenanarts.edu	Kenan
	Whitaker	Lauren	3283	whital	Hanes
Brown	Melissa	Connector	Hodge	Deborah	Finance
Buchanan	Sarah	Connector	Ioannou	Carin	Finance
Driver	Samantha	Connector	Miller	Sue	Finance
Watts	J.J.	Connector	Phillips	Denise	Finance
Wells	Jennifer	Connector			
Stowe	John	Connector	Lawson	Sheeler	Welcome
Rick	Joe	Hanes	Putt	June	Welcome
Potter	Ann	Hanes	Kamiab	Jane	Welcome
Clancy	Laura	Hanes			
Frezell	Debbie	Fitness Ctr	Lane	Jill	Gray
Murray	Thomas	Hanes	West	Chenetta	Gray
Lewis	Denise	Hanes			
			Camacho	Gabriella	Alum
Cheesebro	Deb	Police	James Toia	Eva	Alum
Cox	Beth	HR			
Smith	Lisa	IT	Weavil	Vicki	Semans
Lafever	Brent	Perf Fac	Slattery	Patrice	Semans
Davis	Steve	Stevens	Keely	Susan	Semans
Parrish	Bill	Facilities	Thomason	Christia	Semans
Thompson	Lee	Comm	Koontz	Sylvia	Semans
Poston	Tiger	Film	Wood	Bill	Admin
Self	Eric	Film	Rickard	Cheryl	Admin
Rhodes	Dallas	Film	Cochran	Geri	Admin
Miller	Kate	Film	Bunting	Betsy	Admin
Salter	Kyle	Film			
Detweiler	Drew	Film			
Coonfer	Wade	Film	Cooper	Carol	Hanes
Jones	Matthew	Film	Hartman	Genell	Hanes
White	Anne	Vice Chanc.	Tilford	Joseph	Dean
Pruitt	Elaine	Chief	Mertz	Margaret	Director
Clark	Thomas	Dean	Hilser-wiles	Suzanne	Chief
Strohecker	Carol	Director	Ewing	Alex	Dean
Kerner	Jordan	Dean	Freedman	Gerald	Dean
Miller	Rick	Dean	Mauceri	John	Chancellor