



## Annual Report of the UNCSA Staff

### Council 2017-2018

**The mission of the UNCSA Staff Council is to foster a positive and respectful working environment by advocating for the interests and concerns of each staff member.**

Leadership of the council includes Laurel Banks, chair; Lauren Whitaker, past chair; Matt Horvat, chair elect; Elizabeth White, secretary/treasurer; Christia Thomason, parliamentarian; Matt Horvat, chair of membership and elections committee; Melony Texidor, chair of professional development committee; Leslie Kamtman, chair of community service and sustainability committee; Lauren Whitaker, chair of social events committee.

#### Highlights of the year

- **Standing Ovations** – Newly created program by Staff Council to recognize employees and departments who have gone above and beyond. Each person who is nominated receives a “thanks a latte card,” with a coupon for a free coffee or beverage in the library café and they are invited to attend a staff council meeting where they are recognized by the staff with a “standing ovation.” When a department was recognized they were honored with doughnuts for their department and were also recognized at a Staff Council Meeting and they received a “standing ovation.”
  - 52 individual recognitions and 6 departmental recognitions.
- **Employee Appreciation Day** - Staff Council assumed leadership for planning and presenting a highly-successful Employee Appreciation Day in October. We were asked by the Chief of Staff to co-plan the event with Faculty Council. A committee of staff, administrators and faculty assisted with the planning of the day’s events. Over 200 employees, both faculty and staff, attended the Halloween/Fall-themed event, which included a catered lunch, costume contest, cake walk, pumpkin carving contest, pickle race, door prizes and more.
- **Veteran’s Day** - Staff Council honored our staff and faculty veterans by providing a luncheon in the Dining Hall.
- **Holiday Potluck** - Staff Council’s annual Holiday Potluck was attended by more than 100 faculty and staff members.
- **All-School Meetings** were held in November, January and March to be inclusive of all faculty and staff, which was agreed upon by both Staff Council Chair and Faculty Council Chair.
  - Speakers at the November meeting included Dean Caldwell who discussed enrollment numbers and Chancellor Bierman who discussed the Stevens Center renovation. Approximately 150 employees were in attendance.
  - During the January meeting Chancellor Bierman provided information on the Campus Master Plan and allowed opportunity for employees to ask questions and provided feedback. Over 150 employees attended this meeting.
  - The March meeting focus on diversity and inclusion and featured speakers from

the UNCSA student organization Artist of Color, with additional panelists from members of Cabinet.

- **UNC System Employee Engagement Survey** – The UNC System Office conducted an employee engagement survey for employees (faculty and staff) in the entire UNC System. Staff Council encouraged all staff to participate and for their voice to be heard. UNCSA was third overall in the UNC System for participation.
- **State Employees Combined Campaign** – Staff Council leadership served on the steering committee for the campus participation in the State Employees Combined Campaign. Participation increased significantly again this year.

### Campus Engagement

Members of the Staff Council were engaged in the campus community in many ways throughout the year. Some examples include:

- Campus Police Chief search
- Vice Chancellor of Finance search
- Librarian search
- Committees of the Board of Trustees – Staff Council members attend the committee meetings of the Board of Trustees;

### Staff Council Committee Updates

#### **Professional Development events chaired by Melony Texidor –**

- The Committee created a Professional Development Challenge, where if staff participated in at least 7 professional development opportunities sponsored by Staff Council they could receive recognition and invitation to a reception at the end of the year.
  - 204 staff and faculty participants
  - 35 Professional Development Opportunities (with repeat courses/workshops there were actually 49 total classes offered)
  - 31 employees completed the professional development challenge so far (which means they attended 7 professional development
  - Programs Included:
    - SafeZone Training and Certification
    - EEO/DF Training
    - Staff Time Management and Organization Workshop
    - Qualtrics and Excel Workshops
    - Run/Hide/Fight and ALICE (active shooter) trainings
    - CPR/First Aid Training/Certification
    - Food for Thought Series which covered various topics from career development to community engagement
    - Empathy Training and Conflict Management Workshops (Titled Positive Damage)

#### **Community Service and Sustainability events chaired by Leslie Kamtman –**

- Staff Council sponsored participation the Pickle Pantry (UNCSA Student Food Pantry).
- Assisted UNCSA Student Engagement with a book drive for students participating in MLK events with other local colleges.

### **Special Events chaired by Lauren Whitaker –**

- \$6 lunch Thursdays for Staff Members to dine together in the Dining Hall
- 1st Thursday gatherings with faculty and staff members at various local dining establishments, during the fall semester the events occurred at Carolina Vineyard and Hops and during the spring semester the events occurred at Foothills Brewery.
- December 18th Holiday Potluck Luncheon with special appreciation to Sarah Lawrence for all of her service to UNCSCA Staff Council in celebration of her retirement.

### **Membership and Elections chaired by Matt Horvatt**

- New staff member welcome and gifts - each was welcomed via email and introduced during a staff council meeting, then given a UNCSCA coffee mug.
- Outstanding Staff Member Awards – Over 50 staff award nominations were submitted for 2 awards, Professional Excellence and Community Service.
- Elections for 2018-2019 Representatives and Officers.

### Participation in UNC Staff Assembly

The chair, chair-elect and past chair are the campus delegates to the UNC Staff Assembly. The chair attended all UNC Staff Assembly meetings and the chair-elect attended the spring meeting.

### Completing 2017-18 operational year

The current leadership of Staff Council is working to develop a new representative orientation luncheon to assist with orienting them to their newly elected position. The goal of this orientation is give them an opportunity to learn about Staff Council, the duties expected of them as they represent the staff of their districts and allow them opportunities to get more involved in Staff Council.

- The leadership team will have a “retreat” sometime in late May or early June to begin discussing the vision, goals and plan for next year and years to come.
- Staff Council is in the midst of elections for its even-numbered districts, and election are scheduled for May.
- Nominations closed on April 16th for the two staff council awards, the Professional Excellence Award and the Community Service Award. This year’s winners will be announced at the Celebration of Excellence on April 25th.
- Chancellor’s Cup Golf Tournament – May 16<sup>th</sup> to raise funds for staff professional development funds. This year we will have two teams participating in this golf tournament.

Lastly, I would like to offer a big thank you to members of Staff Council who worked tirelessly to move this year’s agenda forward. As Staff Council Chair, it has been my joy to have the opportunity to remind my fellow staff members that their lives are uniquely valuable and their time at UNCSCA is deeply appreciated.

Submitted by Laurel Banks

April 19, 2018