



UNIVERSITY OF NORTH CAROLINA SCHOOL *of the* ARTS

Staff Council

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

Dear Board of Trustees,

Thank you for the opportunity to share highlights of Staff Council goals and objectives including committee reports for the 2013-2014 fiscal year. Let me begin by thanking Dr. James Moeser, interim chancellor for his support of Staff Council (SC). His leadership, openness, kind and welcoming demeanor, and willingness to hear concerns from staff have had a positive impact on morale. Throughout the year, he has made himself and members of the executive council (EC) available to me and the membership body by attending council meetings, addressing staff concerns, and broadening communications between senior administration and staff. Thank you!

During the 2013-2014 fiscal years, Staff Council has made sweeping changes to its operational practices by identifying five top agenda items: Image, Communication, Collaboration, Governance and Morale.

Image: The encouragement and drive initiated by SC executive committee members allowed the council to begin correcting the image of the organization by actively working to address the perception commonly held by many as a “social club”. Meeting agendas were changed to meet the needs of staff members which included inviting leaders from organizations such as the UNC Staff Assembly and State Employee Credit Union to share information relevant to staff. Various departments including the Office of Advancement were invited to discuss staff concerns related to the ticket policy for Nutcracker and other UNCSCA performances. Lastly, members of the senior management team attended council meetings to answer questions from staff members with concerns about any issue...nothing was off limits.

Communication: The goal to improve communications across campus constituencies was achieved by reaching out to the faculty council chair and the student government association (SGA) president to collaborate on campus-wide initiatives. Establishing a routine to meet monthly with the Chancellor and executive committee, the Chief Operating Officer, and attendance at Provost Council meetings proved invaluable to the growth of the organization.

Collaboration: Building consensus with faculty council and SGA was critical to engaging the campus community in events such as the UNCSCA Toy Drive which collected 250 toys and \$155

in cash donations benefitting the Winston-Salem Salvation Army; an Ice Cream Social designed to bring faculty, staff and students together, and Kickball game events as ways to encourage camaraderie among students, staff and faculty. These events helped to bring the campus community together to participate in similar interests.

Governance: To insure that Staff had a presence on the Board of Trustees (BOT), members of the SC executive committee began attending meetings for the first time in the history of the Staff Council organization. This access allowed Staff Council to better understand the functions of this governing body, and its critical mission to the university at large.

Morale: To address this issue, a Morale Workshop was added to the agenda to encourage staff to identify areas in which improvement was needed, and also acknowledge the positive experiences found at UNCOSA. To accomplish this goal, UNC Staff Assembly chair, Susan Colby facilitated the workshop using Bolman & Deals book *Reframing Organizations* as the catalyst by which to begin the conversation. Attendees were asked to communicate campus positives and negatives within the following four frames: Structural, Political, Human Resources, and Cultural. A workshop summary was submitted to the Chancellor and EC, the faculty council chair, and the entire staff council membership body.

Staff Council Committee & Ad-Hoc Committee Work:

Community Service and Sustainability Committee: Chaired by Jamie Moore, the staff, faculty and students participated in a number of community service events throughout the Winston-Salem community and North Carolina.

Membership and Elections Committee: Chaired by Mary Graves, this committee primarily functions as the gatekeeper for council elections and welcoming new staff employees to the university. Forty new staff employees received an official welcome to staff council and each was given a handmade UNCOSA coffee mug. Elections for new officers, districts representatives and alternates for the 2014-2015 fiscal years will be held at the May 15th monthly meeting.

Professional Development Committee: Chaired by Leslie Kamtman offers “Lunch and Learn” workshops to members of the campus community. Workshop presentations vary in topics such as Excel for beginners and advanced learners taught by Sarah Lawrence, and Raised Bed Gardening for the gardening enthusiast.

Special Events Committee: Chaired by Angela Tuttle include events for staff and faculty such as first and third Thursdays at Carolina Hops and Vineyards; \$5 lunch Thursdays; Holiday Potluck Luncheon, Kickball games, and more.

Bylaws Ad-Hoc Committee: Chaired by Leslie Kamtman, this committee is charged with making recommendations to amend part or all of the bylaws used to govern Staff Council.

Recommendations are vetted and approved by the Staff Council Executive Committee and then put before the membership body for a motion to accept any changes or updates. Bylaws are currently under review and updates will be completed by June 30, 2014.

Staff Awards Ad Hoc Committee: Members of this committee were assigned the task of examining the procedure by which Staff Award recipients are selected and the process for recognition. Two new awards were added this year: the *Professional Excellence Award* and the *Community Service Award*. Nominations for both awards were opened in March and will close April 11, 2014. Award recipients will be announced during the Celebration of Excellence Ceremony on April 30, 2014. Wall space was made available in Hanes Commons to showcase staff award plaques and will be unveiled during the Celebration of Excellence Ceremony.

UNCSA Toy Drive Committee: Chaired by Ramona Richmond, this committee was asked to develop a plan to promote a campus-wide interest for community service by collecting toys for children of families whose household income is at or below the federal poverty level. The Winston-Salem Salvation Army was selected as the organization to receive and administer toys to needy families across the Winston-Salem, Forsyth County area. The entire campus community of staff, faculty and students participated in this event. A total of 250 toys were collected and \$155 in cash was received and given to the local area Winston-Salem Salvation Army located in nearby Washington Park neighborhood.

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. Members of the Staff Council Executive Committee: Gary Penrod, Patsy Seiler, Angela Tuttle, Jamie Moore, Mary Graves, Leslie Kamtman, and Elizabeth Spruill, ex-officio remained committed to operational change when it was not the popular choice. Each District Council representative and alternate attended an Orientation Luncheon sponsored by George Burnette, to reignite, reenergize their role as extended leaders of the Staff Council leadership team, totaling 12 districts and 62 representatives and alternates. Finally, I would like to thank George Burnette for his leadership and support of all Staff Council activities throughout the year. It is greatly appreciated!

As Staff Council Chair, it has been a privilege and honor to represent the university staff. Thank you for the opportunity to serve you and the University of North Carolina School of the Arts.

Respectfully submitted,



Dolores Kay Watson
Staff Council Chair