



MEETING MINUTES  
Wednesday, April 10, 2019  
Azalea Coast Room, Fisher Student Union  
2:00 pm – 4:00 pm  
Started: 2:00 pm  
Ended: 3:15 pm

**Call to order**

- Confirmation of Quorum - Jordan Calfee – quorum met
- Reading of Conflict of Interest Statement: Keith Fraser

*“As Parliamentarian of the UNCW Staff Senate, it is my responsibility to remind all members of the Senate of their duty under UNCW Staff Senate conflicts of interest policy to avoid conflicts of interest and appearances of conflict of interest as required by this policy. Each member has received the agenda and related information for this Senate meeting. If any delegate knows of any conflict of interest or appearance of conflict with respect to any matter coming before the UNCW Staff Senate at this meeting, the conflict or appearance of conflict should be identified at this time.”*

Approval of Minutes: March 13, 2019 minutes approved.

**Guest Speakers**

Eddie Stuart, Vice Chancellor for University Advancement & Missy Kennedy, Associate Vice Chancellor for University Advancement –

- UNCW Campaign Update
  - \$36,000 raised for Staff Senate Scholarship - \$52,000 market value
  - Missy gave an update on the Give more in 24 Challenge held on April 9 - 1440 donors by 8pm with a total of 1893 donors and \$250,962 raised - thanks to all who participated.
  - Eddie gave an overview of University Advancement and how it operates. He explained that it is the smallest division of the university and that campus partnerships are extremely important. He then addressed various “myths” about advancement explaining what UA does overall and how it is organized into 3 teams: core development, major gifts, and development operations. He also expressed how he values and appreciates the senior administrator evaluations sent out to all campus employees. He encouraged all to complete the evaluations and send them in when requested.
  - Both Eddie and Missy then reviewed the fund raising campaign history of UNCW and finished by talking about the next campaign that UA is working on which is to be launched to the public later in 2020.

**Chairs update**

- Meeting with the Chancellor: Meeting is scheduled for later in the month. Will have a report at the next Staff Senate meeting.

- Jordan Calfee reported that Dawn Brown, Staff Assembly Chair, made an official recommendation to the General Assembly about the parental leave issue. The parental leave policy will apply to all state employees and not just the University System.

### **Treasurer's report**

- Lindsay Doell – There are couple of negative lines in the budget, but a budget revision will be done to correct the issue.

### **Human Resources Report**

- Olivia Cunningham reviewed the deadlines for the Full Cycle Performance Evaluations:
  - The annual performance appraisals are due by April 30.
  - Your Fully Cycle Performance Plan/Goals for 2019-2010 are due by May 31.

### **Committee Reports**

- Scholarship (Keith Fraser) - The four \$500 scholarships have been awarded and the recipients notified. They will be announced at the May Staff Senate meeting and recognized at the June meeting.
- Communications (Ariel Bennett) – Will advertise the Staff Senate Stride in the next SWOOP.
- Engagement (Nicole Geczi, Emily Morgan) – Staff Senate Stride is scheduled for May 16, 11:00 – 2:00. It will be held on Chancellor's Walk as in the past, but a rain location has been secured on the second floor of Trask Coliseum. This year it will focus on health and wellness. Several community vendors as well as 10 UNCW departments are currently signed up to participate. A volunteer signup sheet will be circulated to all Staff Senators in the near future – please sign up to help!
- Faculty Senate (Maggie Bannon, Andy Kosch) – Chancellor reported on the current construction projects happening on campus. More modules will be added across from Dobo Hall and construction will be starting soon for another Friday Annex building to accommodate more Biology/Chemistry labs. Provost talked about upcoming searches in Academic Affairs.
- Nominations (Adam Clark) – Nominations for Staff Senate will close this Monday, April 15, but may be pushed back if we need more nominees. Please encourage the staff members in your areas to run for a senator position.
- Staff Priorities (Susan Smith) - no report
- Bylaws (Justin Smith) - no report
- Orientation (Emily Morgan) – All New Employee orientations are covered.
- ITAC (Zach Hollenbaugh) – Currently reviewing IT policies and asked the Staff Senate for volunteers to provide feedback to the committee concerning these policies. Please contact Zach if you would like to participate. Are studying various campus software (i.e. Banner) to consider relocating them to another location or moving them onto the cloud.

- ETEAL Advisory- no report
- Space Planning - no report
- UNC System Office Engagement Survey (HR) – no report
- PTTAC (Parking) (Megan Allred) – UNCW is going to one residential zone starting in the fall 2019. This would mean that one student parking pass could park in any residential zone. The committee is starting to look at renaming the parking lots on campus. If you have a suggestion as to how to rename these lots, please contact Staff Senators, Mary Browning or Susan Smith. More communication will be coming out soon concerning summer freshman orientation.
- Chancellors Campus Climate (Jordan Calfee) – Thank you to all those who attended the official signing of the Seahawk Respect Compact. The Campus Climate website is now up and running. Please check it out at <https://uncw.edu/campusclimate/>.

### **New Business**

- UNCW Doctoral Task Force – Kerri Fowler reported that the university needs 20 doctorates to graduate next year in order to remain a Research 2 university. We shouldn't have a problem with this goal. She also reported that the funding that accompanies our upgrade to a Research 2 institution will be forthcoming and can take several years before full funding is available.
- Governor Cooper was in Wilmington recently and toured the city and the campus. He thanked everyone for their efforts in the recovery from Hurricane Florence. The Chancellor and administration gave him a tour of our construction projects and temporary modules being used for Chemistry/Biology labs.

### **Round table Updates**

- Nadirah Phippen of the Career Center announced that Director Thom Rakes is retiring May 1 and a reception will be held in his honor. If you would like to attend please contact Nadirah.

Meeting adjourned at 3:15 pm.

Respectively submitted,  
Mary Browning  
Staff Senate Secretary

**Next Meeting: Wednesday, May 8 – FSU, Long Leaf Pine Rm. 1041**