



## MEETING AGENDA

Wednesday, August 8, 2018

Azalea Coast Room, Fisher University Union

2:00 pm – 4:00 pm

Started: 2:02 pm

Ended: 3:35 pm

### Call to Order

- Confirmation of Quorum – Jordan Calfee – no quorum
- 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 from June and July 2018 meeting – no quorum, Jordan will email to senators for approval

### Chair's Update

- BOT Meeting Review – Thank you to all those who attended the BOT meeting on July 20, 2018.
- Meeting with Chancellor
  - Jordan Calfee met with the Chancellor and discussed funding and ideas for Staff Appreciation Day for fall 2018. Discussed a possible breakfast for employees. Jordan is asking the engagement committee to help come up with ideas. Please email Jordan if you have any ideas or suggestions to help celebrate this appreciation day.
- Staff Assembly Chair Meeting – Update
  - Jordan Calfee and Lauren Auton attended the meeting which was held on the NC A&T campus.
  - The Annual Raise Process (ARP) was discussed. Funding for the ARP is based on the legislature's \$20 million allocation to the UNC system schools. UNCW is currently working on processing our portion of the allocation.
  - Special Annual Bonus Leave will be granted to all SHRA & EHRA non-teaching employees in 2018. It will never expire and cannot be paid out or donated. It will be available on the August leave report and can be recast to your July leave period.
- Mark Lanier/Legislative Report
  - Legislature focused most of the state funding on the health plan and retirement system as opposed to salary increases.
  - UNC System received \$20 million to distribute to all the UNC schools.

- A new minimum salary of \$31, 200 was established for all state employees.
- The Legislature granted funding to UNCW for a \$5.5 million expansion to Randall Library, as well as other research and campus projects.

### **Human Resources Report**

- Molly Nece, Director of Leadership & Talent Development, invited all campus admins to consider serving on the Talent Advisory Board which organizes and supports various workshops, training, and socials for UNCW administrative assistants. Applications and further details can be found at the Dare 2 Learn website under Human Resources.

### **Treasurer's Report**

- Linda Register not present, no report at this time.

### **Committee Reports**

- ITAC (IT Advisory Council), ETEAL Advisory, Space Planning, UNC System Office Engagement Survey (HR), PTTAC (Parking, Traffic and Transportation Advisory Committee)
  - ITAC - The new campus map system, Campus Bird, will be up and running by this fall semester. Links for the new Canvas system (which is replacing Blackboard) are being updated on Seaport. Zoom, the system replacing WebEx, is now available for all faculty and staff and can be accessed via Office 360.
  - ETEAL – Nadirah Pippen and Kerri Fowler are both interested in serving on this committee.
  - Space Planning – Emily Morgan and Sydney Ellers are interested in serving.
  - UNC System Office Engagement Survey (HR) – Susan Smith interested.
  - PTTAC – Mary Browning sits on this committee – no report at this time.

### **New Business**

- Jordan Calfee announced the Staff Senate Executive Board for 2018-2019:
  - Chair – Jordan Calfee
  - Chair-Elect – Zach Hollenbaugh
  - Secretary – Mary Browning
  - Treasurer – Lindsay Doell
  - Communications Office – Ariel Bennett
  - Parliamentarian – Keith Fraser
- Within the next two weeks, Jordan Calfee and Zach Hollenbaugh will be reaching out to each committee to set up their first meetings in order to organize and elect a chair.
- Eric Griffin, Asst. Director of Environmental Health & Safety/Emergency Mgr, has installed a weather station on campus. Employees and students can access it via the Environmental Health & Safety website.

## **Roundtable Updates**

- August 9 – 19 – Rec Center will be closed.
- August 13 – Summer hours end. Regular hours begin on campus.
- August 18 – Freshman Move-in. Reach out to Erin Williamson before 8/18, if you wish to volunteer.
- August 20 – Convocation in Trask followed by picnic lunch on the lawn.
- August 22 – First day of classes.
- August 29 – Involvement Carnival sponsored by CAIC.

## **Guest Speaker**

- Pat Leonard, Student Affairs Vice Chancellor, introduced Peter Groenendyk, Director of Housing and Residence Life.
  - Peter discussed the need for more student housing. He then presented the current plans for developing a living space for students to include more housing/beds, recreational fields and a dining hall. Estimated time to begin this project is January 2019 for the first phase. This project will be a Public/Private Partnership, and Peter further explained the details of this arrangement.

## **Adjournment**

- Meeting adjourned at 3:35 pm – motioned by Susan Smith, 2<sup>nd</sup> by Chris Riendeau; approved by all.

Respectively submitted,

Mary Browning  
Secretary

NEXT STAFF SENATE MEETING  
September 12, 2018  
Azalea Coast Room, Fisher University Union