

Staff Assembly Summary
10/6/15
Polly Ford Conference Room, West Center

Meeting called to order by Grant Scurry at 2:05 p.m.

Members present: Grant Scurry, Maria D'Agostino, TJ Carney, Kelly Shelton, Kelly McGinnis, Niki Behr, Laura Little, Rebecca Best, Jill Simpson, Johnathan Brabson, Janell Stevens, Kara Traverse and Rob Dellibovi.
Also present: Our HR rep, Adrian Wilson and Lisa Cowart, Associate Vice President for Human Resources, Diversity and Wellness

Personnel Committee

Lisa Cowart gave a detailed overview of the Committee on Personnel Actions. She, JP McKee and Debra Boyd meet weekly to discuss and make decisions on new hire postings, salary actions and potential new FTEs. There was also discussion regarding the difference between personnel savings and vacancy savings. Lisa also addressed the potential issue of employees approaching Staff Assembly member with comments or complaints related to their jobs. They should be referred to HR. If a formal complaint needs to be filed or is eventually filed, any discussion with Staff Assembly members is not part of that complaint process.

Staff Assembly Representation – Given Recent University Restructuring

Once we received a revised organizational chart and revised numbers for each division, we can determine how and when to move forward to be sure there is balanced representation on Staff Assembly.

System for Event and Special Project Approval

Given there could be potential liability issues, we need an approval process in place for events sponsored by Staff Conference and the standing committees. Rob Dellibovi volunteered to create an approval form for such events and projects. We'll also need to develop an approval process.

Committee Updates

Elections and Nominations – Becky reported they are in a holding pattern until we determine how to address the recent restructuring.

Media and Communications - Shelley Jones is leaving and the committee will look for a replacement to produce the *Staff Stuff* newsletter.

Professional Development – the next meeting is scheduled for Tuesday, October 13 at 11am. Grant will attend.

Campus and Community Involvement – Will have another Food Truck Friday on October 16 with giveaways again. There is a bra fitting event sponsored by Belk at Macfeat on October 16. Appointments through Rosie Hopkins-Campbell are suggested. Belk will make a donation for each bra purchased.

Recognition – there are 20 nominations for the month of September.

Staff Assembly Feedback

There has been none since our last meeting.

Staff Conference Agenda Items

Send ideas to Grant one week prior. Dr. Mahony will be in attendance.

Old Business

Grant indicated that progress is being made on the study by the Competitive Compensation Committee. An initial report was provided to Dr. Mahony and the BOT.

Lisa Cowart indicated decisions regarding the \$200,000 earmarked for salary increases may come after the report by the Competitive Compensation Committee is processed.

New Business

No new business.

Meeting was adjourned at 3:00.