



UNC Charlotte Staff Council Meeting
Minutes March 11, 2020 – 9:00 am
Cone 210

Officers present: Celeste Corpening (Chair), Helena Connors (Vice Chair), Le’Aira Hames (Treasurer), Julia Stuart (Communications Officer), Pam Erickson (Secretary)

Representatives: LaTonja Miller (Area 2), Annette Parks (Area 3), Stephanie Lee (Area 4), Tracy Beauregard (Area 8), Kara Killough (Area 9), Latonya Johnson (Area 10), Jacki-Lynn Baynks (Area 13), Kyle Thomas (Area 15A), Joe Loder (Area 15B), Liz Rosenberger (Area 17)

Alternates present: Jessica Waldman (Area 1), Brooke Brown (Area 2), Ronnie Bell (Area 15A), Bionnca Andrews (Area 17)

Guests: Kathy Brooks (Commencement Assistant)
Gary Stinett, Cindy Edwards, Krissy Kaylor (Human Resources)

I. Call to Order, Welcome & Moment of Silence: Celeste Corpening, Chair

II. Guest speakers:

- a. Kathy Brooks reported that ambassadors are needed to volunteer to assist with graduation. UNC Charlotte is adding an additional ceremony for graduate students. Twenty-five workers are needed per ceremony. Lunch is provided for volunteers that work both the morning and afternoon ceremonies. An email will be sent at the end of March soliciting for volunteers.
- b. Human Resources, Gary Stinnet, reported on preparations for Coronavirus. The State will give direction as to protocols for coronavirus. Non-mandatory employees will be directed to stay at home or possibly work at home. If the university is directed to close, employees could get paid administrative leave. May have to use comp time, sick, annual or bonus leave, and could possibly make up time. Currently, there’s no order for which type of leave is to be used first. If we’re instructed to quarantine, stay home. Policy 101.22, teleworking

arrangements - allows for long-term teleworking, not required to have a formal teleworking agreement. Employees should prepare now for working from home. Payroll can be run off site. Currently, 10 staff and 45 students are self-quarantining. Doctors offices do not yet have coronavirus tests and neither does the Student Health Center. Anyone experiencing symptoms should go to the hospital. Health insurance companies are considering covering the co-pay charges if visit is associated with coronavirus.

- i. NC Flex - PCP should get connected to the network if not already. Employees will be penalized if PCP does not get connected to the network, claims will not be covered. Deadline is June 1, 2020. www.HIEA.NC.GOV, the State has to comply.
- ii. Currently, there is no talk of new employees not being permitted to participate in the pension program.
- iii. Retirement - based on the highest 4 years salary and vacation payout.
- iv. Pay increases - Board of Trustees will meet April 25. A decision may be made at that time.
- v. Hiring without posting a position - Chancellor can waive an EHRA search, consistently happens in Athletics. Temporary waivers happen regularly and should be consistent with recruitment. SHRA - can waive search if emergency situations such as avoiding a RIF. UNC Charlotte lost 23 positions in 2010 instead of a RIF of 150 employees. Gary can and may place an existing employee in a new position rather than terminate the employee. Employees must meet qualifications.
- vi. Check the Human Resources website for updates

III. Officer Reports:

- a. Chair - next Staff Assembly meeting will be held in Chapel Hill on March 23 & 24.
 - i. Retreat - scheduled for June 10 at Center City, 9am - 4pm. Lunch will be a Queen City BBQ. A variety of selections will be made, each persona will order via a Google form. Celeste encouraged everyone to take the light rail to Center City instead of driving.
 - ii. Golf tournament - Chancellor has a team already chosen. Staff Council may sponsor a second team.
 - iii. Day of Rest - possibly on May 15th in the Student Activity Center. Massage chairs, stress relievers, etc.
 - iv. Book Drive - work with Promising Pages - date to be determined.
- b. Vice Chair - Chancellor's rocking chair is in, we need a date to present to the Chancellor.
- c. Treasurer - State account has \$3,917.96, Discretionary - \$3,644.91. Will order supplies for next year to use some of the remaining budget.

- d. Secretary - Minutes were unanimously approved. Stephanie Lee made a motion to approve and Kara Killough seconded.
- e. Communications Officer - twenty-two Golden Nugget Awards this month in areas 1,2,4,8,9,12,16 and 18. Make public announcements of awards whenever possible.

IV. Committee Reports

- Events Committee
 - Chilli cookoff was on February 25, 8 participants, 140 attendees. We want to grow this event.
 - Suggestions for future Chili Cookoffs;
 - Move registration table outside of the room
 - Banner positioning - consider other areas in the room
 - Need more chili for attendees to eat.
 - Be clear on date for future event.
- Staff Relations - Lis hosted the last meeting. Working on a discount list and child care. EAP has information on their website regarding counseling/financing resources and child care information. Staff Council will not create a list of child care locations to vet. Survey will ask for locations that employees are already using and whether or not they offer UNC Charlotte discounts. Deadline for the survey is March 31, 2020.

A motion was made by Kara Killough to adjourn the meeting and seconded by Ronnie Bell.