

Charlotte Staff Council

Minutes

April 10, 2024



Meeting Called to Order: 9:00am

Present: Sharon Gaber, Rich Ammon, Deidra Harris-Lumpkins, Christina Al-Khateeb, Ellie Ivey, J.D. Mosley-Matchett, Alyssa Toshimitsu, Sally Mesibov, Tim. I. Johnson, Katie Russo, Pamela Erickson, Sarah Besse, Tammie Lyons, Patrick Jones, Amy Epting, Pearl Brown, Brian Recoma, Cassandra Aleksiejczyk, Adam Johnston, Nikki Kawalec, Audra Esposito, Carrie DaSilva, Tracy Beauregard, Jessica Waldman, Adrienne Bowman

Guest Speaker:

Sharon Gaber, Chancellor

Remarks:

A couple of events are coming up - the let them play lunch, the staff awards, and Chancellor Gaber was asked to remind the council that the employee engagement survey is extended to next Friday.

Chancellor Gaber addressed the false alarm at Mebane Hall. It was reported to CMPD as opposed to our campus and that makes a difference. The routing is different, CMPD would not have been activated as quickly rather it would have been handled internally initially which wouldn't have resulted in the turnout that arrived.

As a result of this false alarm crisis communication has now preloaded a message that they're looking into something but it is uncertain what it is. They've also preset a message that indicates they're aware of the situation and looking into it. The event at Mebane Hall was a new scenario to deal with and Emergency Management has now programmed the information into the system so they can respond in a more timely and informed manner in the future.

The administration has also decided to increase the training mandated for campus employees. The Chancellor indicated that she is mindful of how much training is being required, they are only enforcing training that is considered to be truly valuable. We have to be in compliance with state law as far as trainings go, so we will still be required to do fire and building evacuation training and Title IX training. Additional training required by the University will be active shooter and cyber security/ phishing.

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There was a conversation about when fire drills were taking place.

Area 1 and UREC reported that there have only been drills in their buildings at 7am and it would be beneficial to have drills when more people are in the building, especially students.

The response was that testing is required to be at dawn and dusk, and the drills alternate between the two. This is to take into consideration campus operations in general, so these drills aren't disruptive, but Emergency Management will take the feedback from this meeting into consideration and look into making adjustments in areas where a drill may be more impactful at a different time.

The topic of having a daycare on campus was also discussed. The Chancellor indicated it is hard to imagine we will have the resources available to have a daycare on campus - with liability insurance, infrastructure, staff, etc. costs. There is also the question of how to respond to groups without children to make this equitable across campus, how would this service be subsidized, etc.. The chancellor and administration of course understands why this is requested however, the reality is cost prohibitive. All of these reasons culminate to make it cost-prohibitive, at least for now.

Area 1 suggested working on creating some partnerships to have availability for our staff/fac/students children to at least have a child care location with availability specifically for UNCC employees close by. Council members indicated that reliable, local child care would go a long way. The Chancellor has requested HR to look into this further.

A question for the Chancellor came up around pay discrepancies between colleges/units in the same positions and title discrepancies... The Chancellor indicated "all jobs are not equal" Some colleges have more responsibilities in the different job descriptions, and sometimes there are differences in credentials of people in the roles, etc.. Other factors that go into pay are the date of hire and competency level. If you feel as though you are doing the same work as another person in a role with the same title but who is getting paid more, HR can work with your manager to do a position audit of what you are doing versus what is in the job description of a higher paying position. Unfortunately, pay can also depend on departmental funds available. General job descriptions are available on the HR website (manager toolkit section). It was also indicated that the administration has started encouraging supervisors to find training and information in the Learning and Development Portal and add to annual evaluation goals to allow for more growth in someone's position.

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A question regarding the difference between the SHRA employees and EHRA employees. More information can be found [here](#).

It was also brought up to remind all staff to have the Livesafe app on their phone. A council member brought up a situation in which they needed a medic response and it took 15+ minutes for a medic to get on site. If using the LiveSafe app all requests go straight through UNCC PD. Outside of LiveSafe and x2200, all requests go to CMPD and must be rerouted to the University adding time.

Christina Al-Khateeb, Commencement

See attached presentation.

Last May we had our first 4 ceremony experiences and will continue with four ceremonies this May as graduation will remain in Halton Arena.

The Commencement team is in great need of volunteers for these commencement events... When guests come to campus for graduation they have varying levels of experience on campus and need a higher level of support for coordination of policy/parking/etc.

Please plug this need for volunteers (the presentation has volunteer shift times, not times of actual graduation).

Food is provided for volunteers, breakfast in the morning and lunch in the afternoon. A virtual orientation will take place on May 6th or May 7th. There is an optional walk-through on May 8th, then commencements to follow that weekend.

ADD INFO FROM NIKKI about prof dev monthly session that was Diedras brain child

Emergency Management “Be Niner Ready”

See attached presentation.

Emergency Management is their own entity within safety and security, and partners with PPS and EHS. Emergency Management specifically oversees NinerAlerts and works with University Communications for emergency communications that are sent out.

In their “Be Niner Ready” program, they emphasize that you are the help until help arrives - safety starts at the individual level.

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Niner Ready is an individual-based, engaging, 3-tier emergency preparedness program, becoming niner ready, niner ready certified, niner ready pro. The program and training contain safety videos, action directives, and building evacuation plans. Part of being “Niner Ready” is working closely with Disability Services to ensure there is evacuation assistance for persons with disabilities during emergency operations. It can be confusing to understand the difference between all of the different safety, security, public health offices, and options on campus. You can find all of the links for each office in the presentation and on the Emergency Management website. Emergency Management emphasizes that having all of this information at our fingertips can go a long way in a time of crisis or campus situation. .

Emergency Management also reinforced the importance of notifications we receive via NinerAlerts. if you're not receiving them, please contact EM ASAP. Students/Faculty/Staff are automatically enrolled. If you're not receiving them, please contact Emergency Management ASAP. If others want to sign up they can do so by text. More information about this can be found in the attached presentation.

Finally, another reminder that the Livesafe app is the best way to contact campus police. In the app under emergency options, you can contact campus police directly - you can call/text/send pictures/video, etc. Within the app, you can also find an electronic copy of emergency plans and evacuation plans, anonymous tip reporting, virtual safe walks, a list of all campus buildings with GPS assistance, a link to university bus route access with real-time arrivals, etc.

Staff Council Chair Report, Audra Esposito:

Staff Assembly updates:

SHRA salary classification updates went into effect as of April 1. The System Office in partnership with the Office of State Human Resources will be providing recommendations to each campus about using these new classifications.

EHRA Classification compensation revisions are coming next. Will be reviewed in the spring/summer 2024

The Chancellor Cup Golf Tournament will be taking place in September 2024.

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Discussion about onboarding for new Chairs to Assembly - gave thought about how we can make changes and improve that here locally.

The Assembly will be reviewing by-laws. That means that as we review ours for the local updates, we will need to keep tabs on the state level to see if we will need any additional updates.

Staff Council Vice Chair Report, Tracy Beauregard:

Nothing to report at this time.

Secretary's Report, Jessica Waldman:

March Minutes:

Motion to approve: Carrie DaSilva

Seconded: Amy Epting

Vote: All in favor.

March minutes are approved and will be posted on the website.

Treasurer's Report:

General Fund: \$2,419.99

Discretionary Fund: \$1,085.27

Total Funds: \$3,505.26

Communications Report, Carrie DaSilva:

Education and Events Committee, Lora Bassett and Jill Gosnell:

NinerNation Gives tabling was a success, a lot of swag was given away and a lot of people picked up brochures, lots of engagement.

The committee will work to coordinate tabling during the week of voting for new staff council reps and board members!

Operational Support Committee, Audra Esposito:

Nothing to report at this time.

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Staff Relations Committee, LaTonja Miller: (Report shared by committee member Sally Mesibov)

Met last week and there were two issues brought up, LaTonja will be following up.

No temporary parking spaces in front of buildings if folks park far away and need to run in for the restroom, etc.

Not enough handicapped parking in all areas of campus.

Discussion of New Business:

None to report at this time.

Adjournment:

Motion: Carrie DaSilva

Seconded: Pearl Brown

Vote: All in favor

Meeting adjourned at 10:38