

Charlotte Staff Council

Minutes

August 9, 2023



Meeting Called to Order: 9:02am

Present: Jessica Waldman, Tracy Beaugard, Carrie Lindquist, Audro Esposito, Amparo Ramos, Cheyenne Holmes, Jill Rogers, Katie Kelly, Rashad Smalls, Tabitha McDaniel, Amanda Elzey, Amy Hart, Catherine Butt, Celeste Corpening, Christine, CJ Johnson, DeJa Hayes, Daniel Jones, Ellie Ivey, J.D. Mosely-Matchett, Jeff Saylor, Keiondra Sanders, Kelly?, Kerriona Jones, Kim Wilson, Kori Moore, Kristy Lowman, LaTonja Miller, LaTonya Newbill, Madison Sledge, Mary(?), Na’Cole Wilson, Pamela Erikson, Patrick Jones, Pearl Brown, R(?), Sally Mesibov, Sara King, Sheila Foreman, Stephanie Collins, Vivian Cherry, Alyssa Toshimitsu, Ashleigh Bereznav, Amy Browns, Amanda Gary, Michael Cohen, Tammie Lyons, Ariana Harper, Monika S.

Staff Council Chair Report

Diversity Equity and Inclusion via Brandon Wolfe

- Office will be hosting Critical Conversations for all staff to attend virtually
- Three sessions each semester
- Panel style w/ experts on subject/topic to be covered from all over
- Dr. Wolfe has asked for us to help promote and support once dates are secure and promotion begins

Board of Trustees Retreat

- Presentations from three main areas:
 - Enrollment Mgmt update
 - Athletics update (change of conference/expectations)
 - R1 Status Importance

The annual golf tournament is seeking volunteers. We lost one that had previously committed.

Details:

- Finley Golf Course, Sept 27
- Hampton Inn & Suites Chapel Hill, \$99
- Hotel Available at own expense

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- Mileage and Community Services available

Please encourage everyone in your area to sign up to volunteer!

*Note that anyone who goes to participate in the tournament cannot take community service leave - only those volunteering to support the event may take community service leave.

Thomas W. Ross, Sr. Visionary Leader Award

Reminder! Please nominate any of our Staff Assembly delegates from the last 12 consecutive months for the Thomas W. Ross, Sr. Visionary Leader Award.

<https://myapps.northcarolina.edu/staffassembly/awards-scholarships/thomas-ross-award/ross-award-nom-frm/>

Staff Assembly HR Updates,
Tracy Beauregard & Patrick Jones

The Staff Assembly held a 2 day meeting this July. In this meeting the delegates from the 17 system schools discussed issues related to all of the university system schools. Items that were discussed included:

- Staff retention, salary, inequities, etc.*
 - Potential bonuses for EHRA and SHRA
- BOG remarks from Sonya Nichols

Please see **Appendix I**, the powerpoint from the Staff Assembly retreat that was attended by representatives from all system schools.

Treasurer's Report

General Fund: \$4,003.74

Discretionary Fund: \$4,881.43

Total Staff Council Funds: \$8,885.17

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Secretary's Report, Jessica Waldman

July minutes were just sent out yesterday, so we will approve July minutes and August minutes during our September meeting.

Please note that you have access to the Shared Drive in Google Drive and you can find most of the information you need there! This includes a template to send out information after the meeting to your area, and the list of staff broken up by area so you know who to send communications to.

Communications Officer Report

There are 13 golden nugget awards that have been sent out for July.

Please make sure you sign up for a committee and let Carrie know which one you plan to serve on so the website can be updated accordingly. The website will also be updated to reflect a meeting schedule with speakers included, so staff can easily see who will come to present at each meeting prior to the agenda being sent out.

Education and Events Committee Report,
Lora Bassett and Jill Gosnell

Fall Festival is Tuesday, Oct 24 We will send out the Save the Date flier soon.

The donation list (please add your name and any other donors that think might make a donation to us for the Fall Festival) and the donation letter to use for the request of donation will be shared with everyone soon. Please don't make any changes to the list or format. You can add items to the bottom of the list and to the companies that you will contact for donation.

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Our first event will be the Homecoming Decorating Contest for individuals and offices. We will have a flier to share soon. Our deadline to participate is Friday, Oct 6. An online form will be on the staff council website. Please have the office/space completed by Wed, Oct 11. Judging will take place Thursday, Oct 12.

We will start our meeting next week to prepare for the Fall Festival.

Operational Support Committee, Audra Esposito

The Operational Support Committee has not met. If anyone did not sign up at retreat for the committee and is interested in serving on this committee, please reach out. We will then set a meeting time separate from the Executive Board meeting.

Staff Relations Committee, LaTonja Miller

No current updates - no concerns have been submitted yet this academic year!

Discussion of New Business

Le'Aira Hames is interested in serving as the Area 2 Alternate. Proposed to the council with no dissent, and there are no other volunteers at this time. Patrick Jones made a motion to approve Le'Aira as Area 2 Alternate and, J.D. Mosely Matchett seconded the motion.

We are currently auditing the Staff Council shirts to ensure everyone has the green polo with the correct logo on it, that is in line with the new Charlotte branding. Carrie is keeping an excel sheet with this information, please indicate on that sheet whether or not you have the correct

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polo. If you don't, please return your current shirt to Jill Gosnell who has volunteered to bring it to recycling, and indicate that you need a newly branded shirt.

Amy Hart joined our meeting and introduced herself - she is the Creative Photographic Director and wanted to make us aware of the new communications and photo website. Through this website there is a new request system for if you need someone to take pictures at an event, within your department, etc. To request a photographer or to sign up for professional headshots, please visit photos.charlotte.edu.

Lora Bassett requested that we look into the Staff Council getting back on the agenda for new employee orientation. It was explaining that the Staff Council used to have a five minute window to speak to new employees but have not done so since we went all online. This is an integral opportunity to make the Staff Council known to new staff members at the outset of their employment with the University.

Goals, Training, Speaker Recommendations:

The Communications Officer, will be sending out a survey next week to determine and narrow down the goals of the Staff Council. This survey will also indicate who should be invited to speak at the monthly meetings and what training Staff Council will participate in.

Recommendations for 2023-2024 goals during today's meeting:

- Continue to advocate for the salary equity report

Adjournment:

Meeting adjourned 10:25am.

UNC Staff Assembly Delegate Meeting

Winston-Salem State University
July 24-25, 2023

Delegates attending from UNC Charlotte: Celeste Corpening, Patrick Jones, Tracy Beauregard, Latonya Newbill

Human Resources Update

Darryl Bass, VP for HR, Sean Womack, SAVP for Equity, Engagement, and Employee Relations, Chris Chiron, AVP for HR

State Budget/Legislative Salary Increase (LSI)

- GA leadership expects a final budget bill mid-August (*recent updates suggest September*)
- Each version proposes different amounts for legislative salary increases (LSIs) and budgeted Labor Market Adjustment Reserves (LMARs):
 - House Budget: 4.25% LSI in FY23-24 and a 3.25% LSI in FY24-25, and 1% LMAR.
 - Senate Budget: 2.50% LSI in FY23-24 and a 2.50% LSI in FY24-25, and 2% LMAR.
- We have no indication at this time what the final LSI percent increase will be.
- It is expected that the LSI will be retroactive to July 1, but that is not guaranteed.

Career Banding Salary Ranges

- New SHRA pay ranges currently under review by System GR and will be shared soon with institutional HR offices for review and comment. Ranges must then be approved by the Office of State Human Resources and the State Human Resources Commission.
- Pay range changes not across-the-board – based on new market data to establish new ranges.
- Expectation of full implementation on campuses by the end of the calendar year.
- New pay ranges do not come with funding for salary increases; institutions will have to come up with that funding.

Salary Compression

- Reasons for current compression:
 - State minimum salary of \$31,200 implemented without range revisions to address compression in lower salary ranges.
 - Most LSIs in recent years did not have corresponding range revisions that added to compression over time.
- Unavailability of funding contributes to salary compression.
- New SHRA pay ranges should help departments develop better compensation strategies for salary alignment, but available funding and funding priorities must be considered.

SHRA/EHRA Conversion

- Latest senate/house bill to allow SHRA exempt employees to transition to EHRA. Senate Bill 195 (UNC Omnibus Bill) extended EHRA status to all university positions that are exempt from the minimum wage and overtime compensation provisions of the federal Fair Labor Standards Act.
- Vacant positions converted to EHRA positions and recruited for as EHRA.
- The bill also provided that existing SHRA employees as of 9/1/2023 will receive opportunities to convert to EHRA status or to choose to remain SHRA.
- Upcoming information sessions – EHRA vs. SHRA, crosswalk/comparison
- 60 days to make a decision

Career Advancement/Progression

- System HR is currently updating the SHRA pay ranges, which should allow for some greater flexibility in most classifications for pay growth within the employee's current position.
- The size and scope of a department/school/institution affects how career progressions can be structured and affects their availability. Based on the work required by the institution, career progressions in certain areas may not be feasible, or long-term employees in certain positions within a progression may make it difficult for another employee to move up the progression.
- Competency level of employee vs. competency level of the person – classification based on the job; not how good the employee is at their job.
- Sometimes an employee or department can 'grow' a position such that reclassification and pay increase may be available, but that is highly dependent on the work needed by the institution and funds available to support a corresponding pay increase.

Compelled Speech Policy and Statutes

Q. Are there any expected differences between the policy on compelled speech passed by the BOG and the law passed by the Legislature? Is there any difference that we should be aware of or thinking about for our campuses?

- Legal Affairs is reviewing the policy and statutory language and will continue to work through your institution's legal office to provide campus guidance.
- S364 (Nondiscrimination and Dignity in State Work) sets compelled speech requirements like those found in the recently revised UNC Political Activities policy. It also includes a list of discrimination-related topics that are not to be promoted by state institutions.
- S364 applies only to SHRA employees, so any related policy or programmatic changes would be established through the Office of State Human Resources and the State Human Resources Commission.
- Law goes into effect on 12/1/2023.

Paid Parental Leave

- General Assembly passed a paid parental leave program for state employees. The coverage and requirements for the program have remained the same as with the temporary policy provisions.
- *Bereavement Leave – topic brought up. Sick leave is intended to encompass bereavement leave. Legislature will need to make it happen or Governor take executive action.*
- *Usually 1-2 bereavement bills put up each year; but have not gotten traction.*

Proposed By-Laws & Procedures Manual Changes

- Voted to convene an ad hoc governance committee – proposed changes to By-Laws and Procedures would go to that committee first.
- One volunteer (delegate) from each campus to serve on the Governance Committee – for UNC Charlotte, Tracy Beauregard, Vice Chair will serve.

UNC System Staff Assembly Campus Report

- Survey administered across all system campuses between May 2022 – July 2022.
- Purpose of the survey was to gather valuable insights into the Staff Senates' perceptions and preferences of incentives and support for staff to serve on the Staff Senates.
- Data provided by Staff Senate/Forum Chairs
- If you would like to review the full report, email Tracy Beauregard

Actionable Recommendations Based on Key Findings

Based on the survey findings, we propose the following actionable recommendations to further enhance the efficiency, effectiveness, and growth of the Campus Staff Senates.

- Provide Staff Senate Chairs with an annual stipend similar to that of Faculty Senate Chairs.
- Provide Staff Senate Chairs with an equitable annual budget in line with that of the Faculty Senate.
- Ensure work releases for Staff Senate members (not only the Campus Chair) to serve on the Staff Senate and participate in official Staff Senate functions.
- Ensure Staff Senate Chairs have representation at Board of Trustees meetings similar to Student Body Presidents and Faculty Senate Chairs.
- Schedule regular meetings throughout the year directly between the Staff Senate Chairs and the Chancellor.
- Create regular meetings with Human Resources and the Staff Senate and have Human Resources attend Staff Senate regular meetings.
- Promote a more affordable and equitable environment for on-site employees by lowering parking permit costs and considering subsidized parking permits for staff making \$80,000 or less.

In conclusion, the UNC System Staff Senates are poised for growth and success, but we must be proactive in providing the support and resources needed for them to be effective. We extend our gratitude to all campus staff who participated in the survey.

Janet B. Royster Golf Tournament Updates

- Provides scholarship(s) to full-time, permanent non-faculty employees who are taking either undergraduate or graduate-level courses at an accredited institution of higher education, or enrolled in approved – short courses, licensure, certificate or continuing education programs that support staff development.
- To date, the Assembly has awarded 149 scholarships totaling \$98,711.74. We have reached our minimum endowment goal of \$175,000, and we are now only \$75,000 from our full endowment goal of \$250,000.
- Volunteers for tournament needed; Gatorade donations needed. Volunteer guide being updated (roles and responsibilities).

Closing Points

- Enjoyed a campus tour, followed by a reception with WSSU Chancellor and Leadership
- Natasha Stracener, UNC Charlotte was awarded the Erskine B. Bowles Staff Service Award. Big congratulations to Natasha!
- Next Staff Assembly meeting in October 2023 (Raleigh)

