Classified Staff Council Meeting Minutes

July 15th, 2020 – General Meeting of 2012‐2021 year

1. The Classified Staff Council (CSC) meeting was called to order at 8:18 am by chair, Lindsay Snyder.

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| Kim Arnold | Academic Support & Advising | Present |
| Kristina Burton | Parking | Present |
| Cateline Corbin | Marcus Garvey Cultural Center | Present |
| Sandy Gelatt | Facilities Mgmt./Mail Services | Present |
| Doug Hendershott | Structural Trades | Present |
| Kim Lebsack | Monfort College of Business | Present |
| Jude Maes | Facilities | Present |
| Carlye Molpus | Admissions | Present |
| Dan Ries | Facilities | Excused |
| Heidi Romero | Humanities & Social Sciences | Present |
| Roni Secord | IM & T | Present |
| Lindsay Snyder | Admissions | Present |
| **REPRESENTATIVES** |
| Marshall Parks | Human Resources | Present |
| Amie Cieminski | Faculty Senate | Present |
| Kyle Mathes | PASC | Present |
| **GUESTS** |
|  |  |  |
|  |  |  |

With 11 Council members in attendance, the majority required for a quorum was present.

# **Agenda**

Agenda approved. Lindsay requested a motion to approve the agenda. Moved, seconded and approved.

**Chair’s Welcome**

# **Minutes**

Meeting minutes approved. Available minutes from the June meeting were emailed out to the council for review prior to the meeting. Lindsay requested a motion to approve the minutes from June. Moved, seconded and approved.

**Treasurer’s Report**

1. Operating Budget- $9982.55
	* Kristina is waiting on a check from King Soopers in the amount of $185.81.
2. Foundation Account- $21,876.60

**Monthly Report**

1. Marshall Parks- Human Resources
* Insurance and Dental benefits have not been processed for Classified Employees by the state due to large turnover in the benefits department. State benefit department is working on rectifying the issues. In the meantime, if you have a doctor or dental appointment, be sure to call ahead to verify if they are able to determine your insurance coverage, and if not, you may want to reschedule or ask if they can wait to bill the insurance provider once rectified.
* Cigna will offer a new wellness program that will take effect on August 1st. It will be different from the wellness program that was offered in the past.
* Marshall indicated that the Administrative Service Models have all been transitioned and are in effect. He is currently working on a white paper and hopes he can present his finding at our next council meeting.
* As part of the budget savings committee due to COVID, they will be rolling out early retirement plans for both tenure and tenure track faculty and Classified Staff by August 1st to anyone that has 15 or more years of service with UNC.
	+ The early retirement incentive would provide up to 4.5 months of pay.
	+ Those eligible would need to apply by 9/16/20.
	+ Dean/Supervisor and President Feinstein would all need to approve.
	+ Those that are approved would be notified by 10/16/20 with their last day of working ranging anytime between 11/1/20-1/1/2021.
	+ The last time this was done for Classified Staff was in 2009.
1. Kyle Mathes- PASC update
	* + No meetings/no updates.
		+ Not certain when officer elections will take place with turnover of staff, etc.
2. Amie Cieminski – Faculty Senate
	* + Faculty senate is on summer recess. There was one policy pertaining to Tenure Clock Pause that was approved by the Board of Trustees.
		+ Academic Re-Entry Task Force. They are meeting weekly to plan Fall courses.
			- 1. Worked on room and building capacities to determine classroom space for the Face to Face classes.
				2. Fall schedule will be finalized today and an email will go out to students.
				3. University is leaving course delivery methods up to the faculty.
				4. Face masks will be required.

# **Chair’s Reports**

1. Board of Trustees-
	* + No updates
2. Financial Task Force-
* Have been meeting since the beginning of June tasked to find 10 million dollars in savings.
	+ 3-7% to be cut from each division.
		- Looking at travel budgets
		- Furloughs
		- Pay cuts
* More decisions to be made and an announcement to come in August. Town Hall Forums will be setup after the announcements to allow for questions from Faculty/Staff/Students.

# **Vice Chair’s Report**

1. Student Senate-
	* + Currently on recess.

## **New Business**

1. Committee Reports-

## Constitution and Elections

**CSC 2012-2021 Officer Election**

1. Officer Elections-
* Kristina Burton was elected for Treasurer. Vote by acclamation.
* Heidi Romero was elected for Secretary. Vote by acclamation.
* Lindsay Snyder was elected for Chair. Vote by acclamation.
	+ Will determine if anyone can fulfill the Vice Chair position in September.
	+ Sandy Gelatt will work with Kristina this year for transition into the Treasurer position.
	+ Lindsay, Kristina and Heidi are all on their final year of service to the council. Will need to seek out new members or interested members to take on officer positions next year.

## Public Relations-

* Seeking a volunteer to coordinate the CSC Newsletter. It has been sent out on a monthly basis. That can be evaluated and sent out on a quarterly basis.
1. Community Service

## Fundraising

1. Scholarship and Professional Development

## Workplace Culture-

1. Statewide Classified Liaison Council
2. Faculty Senate, APASS, Bookstore, Campus Rec, HLC, Compensation, Sustainability, IM&T, Leave Share, Parking, Transportation & Parking Planning, UC, Work Environment Task, CETL, Inclusive Hiring Practices, University Center Advisory Board, Campus Climate Committee.

**Next meeting**

The next meeting will be August 12h, 2020 at 8:15 a.m. via MS TEAMS link

## **Adjournment**

Meeting adjourned at 9:50 a.m.