

North Carolina Central University

Staff Senate Meeting

October 15th, 2009

Attendees(s): Rebie Coleman – Chair, Kendra Cardwell – Treasurer, Yolanda Wilder- Assistant Secretary, Daphine Richardson – Vice Chair, Charles Simpson – Parliamentarian, Cassandra Madden – Secretary, Cynthia Allen, Leona Whittington, Vanessa Gregory, Victor Ingram, Steve Preissler, Kimberly Eaton, Judith Bell, Doug Yopp, Diane Campbell, Ojetta Robinson-Norton, Enoch Bond, Karen Coleman, Walter Moore, S. Perry, Chancellor Charlie Nelms, Susan Hester

Guest Speakers: Captain Victor Ingram, Trey Lipscomb and Omar Dennis

Staff Senate Chair Rebie Coleman called the meeting to order at 10:15.

Minutes were approved with following corrections: Steve Preissler's name was misspelled, SEANC was misspelled. Minutes were approved with said corrections.

Vanessa Gregory – Human Resources -spoke on the Governors Award. Human Resources are seeking nominations for the Governors Award. This award is given to persons who go above and beyond their duties. Human Resources will choose 3 nominees and send their names to the office of Personnel. Human Resources will send out an e-mail with further details.

Holiday Schedule and Leave Balances are now on our time sheets. This year NCCU will have a Winter Break beginning December 24th and ending January 4th. December 24, 25, 28th and January 1st are Holidays. December 29-31 are Winter Break days. You must take some type of leave for Winter Break. New Employees who will not have enough leave time should work now to get comp time to be used 29-31. If there are areas on campus who could use someone help who is working to get comp time, see your HR representative. If they cannot help, see Ms. Gregory in HR.

Announcements:

Staff Scholarship Fund – Executive Staff will be giving \$50.00.

Scholarship Fundraiser – Nov. 3rd- 30th. Raffle Tickets will be sold. Prizes are: Notebook, Gas Card and Flat Screen TV.

Capt. Ingram from Campus Police gave an overview of the Emergency Policy. Campus Police has conducted training in the Hubbard Building. Training was a campus shooting scenario.

Emergency Management policy is on the University Website. Informs you of the University Policy for emergencies such as natural disasters, shootings on campus, etc) ERT Emergency Response Team comes together and responds during emergencies. Emergency Response Guide is also on the website.

There are training videos on Active Shooters that can be scheduled anytime for your viewing. Contact the Chiefs Office if you are interested.

Outdoor emergency notification – Testing will be today between 12pm and 3pm on the new siren system. You will hear a siren tone, then a digital voice command message. Message will repeat 3 times. There are different messages for different situations. Once everything is clear, you will hear an all clear message. If you are in area during the testing and cannot hear the siren and/or the message, please notify campus police.

Chancellor Nelms- Chancellor Nelms is pleased with the progress we have made in the area of QSI, but we are not where we need to be. We are still having problems with phone communication and non response to e-mails. We are all at will employees (including himself) where services are needed but not necessarily OUR services. He stress that we should keep doing our work and doing it well. When you answer the phone identify yourself to those who call you and those who visit your office. There will be mystery callers and visitors on campus in all areas. Additional cuts will be made and made on the basis of performance. Tenure is not a lifetime appointment. This includes SPA, EPA, Chancellors and Vice Chancellors. He also asked that we all respect each other. Assume personal responsibility for an effective and efficient university.

The Chancellor also spoke on how we need more Cross Training. There should not be a time where something needs to wait until someone returns to work for it to be completed. He also informed us that a comprehensive campus directory is being established to identify each person with name, job title and e-mail.

Trey Lipscomb from 1st Step Auto Sales spoke on a 10% discount his car dealership is offering to NCCU employees.

Judith Bell did a short follow up on QSI training.

Steve Priessler announced as a reminder of the NCCU Walking with the Light Night on October 22nd at the American Tobacco Campus beginning @ 7pm.

Meeting was adjourned @ 11:35pm