

North Carolina Central University
Staff Senate Meeting
Tuesday, October 15, 2013
Criminal Justice Building, Room 201
2:04 p.m. - 3:15 p.m.

Attendees: Karen Baldwin – Vice Chair, Demetria Robinson – Secretary, Patsy Sessoms – Assistant Secretary, Joyce Vinson-Davis – Treasurer, Randal Childs – Parliamentarian, Tim McMullen, Tammy Jones, Shirley Horton, Dana Moore, Robert Wortham, Ivanna Cole, Ardell J. Sanders, Juls Joyner, Ilean Sutton, Veta McNeill-Best, Ronald Reaves, Catherine Watson, Lisa E. Melvin, Michelle Cosby, Deidre Kelly, Annette Johnson, Ruby Messick, Monica Tsotetsi, Steve Ornat, Jody Lewis, Connie Boone, Sam Rogers, Tonya Gerald-Goins, Sandra Howard, Jackie Allen, Shaniece Swient, Wendell M. Davis, Linc Butler, Tamara Minor, Steve Preissler, Karen Coleman, Marva Hicks, Vickie McNeil, Armissa Harris, Pat Nelson, David Lucas, Virginia Purefoy-Jones, Enoch Bond, Al White, Rosalind Coleman, Jonathon Leach, Paulette Morrison, Clayton C. Mack Jr., Dr. Luse, Chancellor Saunders-White, and Dr. Janice Harper.

The meeting was called to order by Vice Chair Karen Baldwin at 2:04 p.m. The minutes were approved with corrections. Randal Childs conducted the roll call of delegates and alternates. Nine delegates and four alternates were present.

Chancellor Debra Saunders-White and Vice Chancellor Wendell Davis were both in attendance. Chancellor Saunders-White introduced Linc Butler, Director of Human Resources, and Ivanna Cole, Director of the Internal Audit Department.

Tammy Jones, Human Resources Consultant, presented information on the NCCU Food Pantry. A committee was formed in early 2013 at the suggestion of Debra Taylor, a member of the Durham Alumni Chapter. The NCCU Food Pantry, located on the 2nd floor of the Dent Building, is open to underfed students. Institutional Advancement, along with Facilities Services, have worked together to outfit the space. On October 17, 2013 from 10:00 a.m. – 2:00 p.m., Barbie Izuirdo will be on campus in the Miller Morgan Building during the 10:40 a.m. break promoting a new documentary “A Place at the Table.” November 10-15 is “Food Insecurity Week.”

In the absence of Larita Brooks, **Connie Boone**, Benefits and Salary Administration Manager in Human Resources, reminded the attendees it was open enrollment for health insurance. Ms. Boone encouraged staff to take advantage of health insurance. Enrollment is open until October 31, 2013. All benefits forms can be found online. Ms. Boone reminded everyone that failing to specify your preference online would automatically enroll you in the 70/30 plan. A new plan is being offered this year that is consumer driven. Individuals should complete the online health assessment to help reduce the cost of the plan. Support videos are also online which will help individuals understand the benefits offered. Do not wait until the last minute.

Enoch Bond, Alumni Relations Coordinator, requested staff consider donating to the Faculty and Staff Annual Giving Campaign. The campaign runs from October 1 through November 16, 2013. Chancellor Saunders-White would like 100% participation. Donations to this campaign are not only an investment in students but in us. No students should have to go home because of funding. In 2012, staff contributions were at 36% (323 staff members out of 890). To donate, visit NCCU.edu/giving. Faculty and Staff Annual Giving Campaign is different from the State Employees Combined Campaign.

Janice Harper, Assistant Vice Chancellor for University Programs, conducted a focus group on student Retention and Graduation. Dr. Harper was joined by Drs. Wortham and Gerald-Goins. The purpose of the focus group was to generate recommendations for the Chancellor to help retain students as well as graduate students in four years. Responses gathered to certain questions would be compiled and put on a survey to send to staff (survey will take approximately 6-10 minutes).

Focus Group Questions

1. What are the major reasons why students do not graduate in four years?
 - a. Faculty aren't sure of four year plans and students do not follow up
 - b. Economics - students aren't financially prepared
 - c. Credits for transfer students do not always apply
 - d. Family obligations – care for family
 - e. Expectations of students when they come in – set students up with 12 credits a semester
 - f. Switching advisors – information sharing among departments
 - g. Students would rather have loans than scholarships – too much debt
 - h. 76% of students are Pell Grant eligible
 - i. Not enough faculty – class sizes are too large – available course offerings
2. If there was one thing that NCCU could do to contribute to students graduating in four years, what would it be?
 - a. Enroll academically prepared students
 - b. Implement a successful mentoring program
 - c. Enlist summer school support – financial assistance
 - d. Faculty advising – better checking
 - e. Peer Deans, Peer to Peer help
3. What role does staff play in ensuring students graduate in four years?

- a. Advise – mother and father students
- b. Make sure that the business structure is in place
- c. Provide good customer service
4. One thing you would recommend we do to help students graduate in four years.
 - a. Strengthen and understand students four year plan
 - b. Help students understand the impact of extra years
 - c. Increase courses offered online (extended studies program)
 - d. Strengthen ties with alumni
 - e. Implement online advising
 - f. Encourage student organization involvement

V. Announcements

- Staff Senate scholarship applications are due by the close of business on October 15, 2013. Submit to Room 100 Physical Plant Building, Attn: Janet Bunch.
- Meet and Greet: Eagle Hour - November 1, 2013
- Founder's Day: October 18, 2013 at 9:00 a.m. in McDougald Gymnasium
- State Employees Combined Campaign (SECC): September 17 – November 15, 2013
- Wear Pink Day: In support of Breast Cancer Awareness month, show support by wearing pink on Wednesdays, October 23 and October 30.

There being no further business, the meeting adjourned at 3:15 p.m.

Respectfully submitted,

Demetria Robinson
Secretary
NCCU Staff Senate