

Community Service Leave Replaces Child Involvement Leave

Effective July 1, 2000, Child Involvement Leave was replaced with Community Service Leave. The Community Service Leave Policy states that full-time employees are to be credited with 24 hours of Community Service Leave on January 1 of each year; this leave must be used by the end of that year. Since this change became effective as of July 1, 2000, State Personnel Director Ronald Penny indicated in his June 15 letter to human resources directors across the state that full-time employees should be credited with 12 hours of Community Service Leave, in addition to any unused Child Involvement Leave for this year. In January 2001, full-time employees will be credited with 24 hours of Community Service Leave.

There are some restrictions on how this leave is to be used. It may be used to volunteer in an elementary, middle, or high school, or a child care program. It may also be used to volunteer in a nonprofit, nonpartisan community organization designated as an IRS Code 501(c)(3) agency or a human services organization licensed or accredited to serve citizens with special needs, including children, youth, and the elderly. As with vacation leave, it is subject to supervisor approval. However, it does give some flexibility to those who might want to volunteer somewhere besides a school. If you have a question about the agency you'd like to volunteer with, Human Resources can help you decide if that agency qualifies.

If an employee chooses to tutor/mentor in a school, the employee

may receive up to 36 hours of Community Service Leave, but this tutor/mentor arrangement must be a part of a joint agreement between the employee's agency and the school.

In addition, the policy sets up special provisions for employees who participate in volunteer emergency and rescue services, blood donation, pheresis procedures, or bone marrow transplants, and for employees who are certified as disaster service volunteers with the American Red Cross.

The complete policy and the letter from Ronald Penny explaining how Community Service Leave is to be implemented may be found at the Office of State Personnel Web site: <http://www.osp.state.nc.us/manuals/2000/comm serv.html>.

Knowledge Is Power

Useful Information for State Employees

In addition to the Office of State Personnel Web site (www.osp.state.nc.us), there are other interesting Web sites with information for N.C. state employees. The OSP newsletter, the *Beacon*, may be accessed at www.osp.state.nc.us/beacon/st-path.html. If you don't have regular access to the Internet, you may request that the newsletter be sent to you in the mail or electronically.

Try the state employee portal, NC @ Your Service Web site: www.ncgov.com. You can choose from a wide range of topics as a citizen, employee, or business. You can calculate your retirement benefits, check the weather, check your 401K (through BB&T), look up job openings, check the employee handbook, get information about employee complaints, and obtain lots of other useful data.

Nov. 7 Higher Education Bond Referendum

What will the Higher Education Improvement Bonds mean for UNCA?

If the November 7 referendum passes, UNCA will receive \$49.9 million of the \$3.1 billion package. The current proposals for the use of that money are:

\$22.2 million	New Math and Science Building
\$11.5 million	Highsmith Center Renovation and Expansion
\$6.3 million	New Physical Plant Building
\$5.5 million	Carmichael Hall Renovation
\$2.5 million	Zageir Hall Renovation
\$1 million	Campus Electrical System Upgrade
\$751,200	Technology Infrastructure Expansion

According to a list of "Frequently Asked Questions" published by North Carolinians for Educational Opportunity, the money will be issued over a six-year period beginning in 2001. State Treasurer Harlan Boyles has said that there will be no necessity for a tax increase or a tuition increase to repay the bonds over a 25-year period. According to "Frequently Asked Questions," repayment of the bonds will take a portion of the state budget, but that portion is estimated at less than 1 percent. (There is no indication as to which portion of the state budget will be used.)

To answer your questions about the November 7 bond referendum, CSAC and Faculty Senate invite all members of the campus community to a meeting on Thursday, October 26, at 11 a.m. in 38 Karpen Hall. Light refreshments will be served.

Chancellor's Staff Advisory Committee

Issues List for 2000 – 01

At the August and September meetings, we developed a list of the concerns and issues CSAC wants to work on this year. In September, we discussed these issues with Buffy Bagwell, our Human Resources director. Issues included further funding of the In-Range Plan and the problem of salaries in general; the need for responsiveness, confidentiality, and professionalism in all offices; clear and timely communication of policies and procedures across campus; more efficient use of exit interviews; more opportunities for training; hiring and upgrade practices; and evaluation of supervisors. Are there other issues you would like CSAC to consider? Write them out and return your list to Maggie Smith, CPO #2600.

CSAC Chair Speaks at Installation

For the first time, staff was invited to participate in the Chancellor's Installation. In case you weren't able to attend, here's what CSAC Chair Marilyn Lonon said:

On behalf of the staff at UNCA, I would like to welcome you. I represent the usually "invisible"

people — like the elves in the story of the elves and the shoemaker. Remember, the little old shoemaker couldn't keep up with all the orders for shoes and the elves came out every night and made beautiful shoes for the shoemaker to sell? We are the elves.

We handle emergencies and solve problems and balance the books and create experiences for students outside of class.

We answer the phones and enter data and stuff envelopes and make sure that registration and graduation and all the things in between happen.

We mow the lawns and empty the trash.

We sort the mail and soothe the frantic.

We fix broken furniture and broken plumbing and broken computers.

We do the invisible work which keeps the university running.

And we are proud of what we do.

We are proud of our university and its mission.

We are proud of our students.

And we are looking forward to working with Dr. Mullen to help make UNCA a place where everyone's contributions are valued, where everyone FEELS that they are valued for what they bring to the university community, where everyone feels important and rewarded and included and safe and comfortable.

Again, welcome to this celebration. We hope that you are as

hopeful and enthusiastic as we are about the future of UNCA.

2000 – 01 CSAC Representatives

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Chancellor's Appointees

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Human Resources Liaison (vacant)

Employer Retirement Rate Contributions Decrease

On July 12, 2000, UNCA received notification of the 2000 – 01 retirement rate reductions. The comparisons of the last three years for the employer contribution rates are as follows:

	2000 – 01	1999 – 2000	1998 – 99
Teachers' and State Employees' Retirement System (TSERS)*	7.13%	8.83%	10.10%
State Law Enforcement Officers (LEO)	12.13%	13.83%	15.10%
University Employees' Optional Retirement Program (ORP)	8.64%	7.36%	9.36%

* All SPA staff members are in the TSERS

Over the past two years, the employee contribution rate has remained at 6 percent for the Teachers' and State Employees' Retirement System and the University Employees' Optional Retirement Program. Of the percentages listed above, a portion goes to the Retirees Health Plan Reserve, Disability Income Plan, and the Pension Accumulation Fund or ORP Carrier. To learn more about these various programs, contact the Human Resources office.