



UMA Board Meeting Minutes

Date: October 25, 2018, 3:00 – 4:30 PM
Location: FedEx Global Education Center 2010
Present: Betty Morgan, Adrienne Cromwell, Randall Borrer, Lakhesh Khullar, Melissa Cobb, Veronica McClain, William Frey (recorder)
Absent: Chrissie Greenberg, Miranda McCraw, Charletta Sims Evans, Liz Moore

Minutes from the Board meeting on September 20, 2018, were approved.

Current Business

1. Welcome to new Board member Lakhesh Khullar, who will serve as Co-Treasurer with Randall. Due to a change in job commitments, Lorrie Robbins will not be able to continue on the Board. Charletta will shift to be Co-Vice President.
2. In an adjustment of the reporting structure within the Board, Communications and Membership committees will report to Co-Vice President Charletta, and Treasurers and Programs committees will report to Co-Vice President Chrissie Greenberg. To streamline the internal process, committees will handle responsibilities in collaboration with their co-vice president before bringing topics to the whole Board. Lakhesh mentioned that a possible tool for committees and task forces is Microsoft Teams.
3. Betty's scheduled visit with Patrice Walker at NCCU has to be rescheduled. She will also be talking about UMA at the next Employee Forum meeting and bring up a possible collaboration between UMA and the Forum.
4. A planned discussion on outreach (local sponsors, Athletic department, support for scholarship, donations) was postponed to a future meeting.
5. The UMA website could be expanded to include descriptions of Board roles. Submit a short description of your Board duties to Betty by November 9. Include the name of the committee and roughly how much time the role takes.
6. Please share any ideas with Betty or the vice-presidents for updating the website. The mission and goals statements may be enhanced, the format could be easier to use, and the style could be consistent with the current University style.
7. Please share any ideas and interests you have in the proposed mentoring program, which would be exclusive to UMA members. This raised a question about what members get for paying dues.

Updates from Board committees

1. Publicity/Communications
 - a. The Board listserv appears to be up-to-date, but please let Melissa or Miranda know if you aren't receiving Board emails.
 - b. Some social media, such as Facebook, seem to be closed or private. After discussion, the Board recommended opening social media to the public, but it needs to be managed or monitored against inappropriate use. Perhaps a new role



- needs to be created to manage social media; this would include cross-linking media such as Linked-In. For now, monitoring Twitter seems too time consuming.
- c. Melissa briefly shared the member survey results. The survey received 45 responses with 60% of responses from members and 40% from non-members.
 - d. We should be able to use ConnectCarolina to generate a list of managers for more targeted communications.
2. Treasurer and Membership
 - a. UMA has about \$1665 as of October 4. The latest report is in Dropbox.
 - b. Some payments for membership have been received without clear identification of the person joining UMA. So far, Randall has been able to find the payee, but the membership list may need to be reconciled with the paid list.
 - c. UMA appears to have 41 paid members currently. Adrienne will send a reminder message to members who have not yet renewed.
 - d. SECU will stop handling groups at an unspecified date. UMA could possibly switch to BB&T at the end of the current fiscal year.
 3. Programs
 - a. The presentation by Kevin Guskiewicz on September 25 and the UMA table at Employee Appreciation Day were successful.
 - b. On November 15, 12:00 – 1:00 pm, in Toy Lounge, the next presenter in the Pillars of Leadership series will be David Paul (Executive Director of the Office of Sponsored Research).
 - c. On February 12, 12:00 – 1:00 pm, in the Global Education Center, the presenter will be Ron Falk (Chair of Department of Medicine).
 - d. On April 18, 12:00 – 1:00 pm, in the Global Education Center, the presenter will be Shayna Hill (Chair of the Employee Forum).
 - e. The UMA Annual Meeting will be held on May 15, possibly in Toy Lounge. The speaker will be Andy Johns (Senior Associate Vice Chancellor for Research).

The next UMA Board meeting will be held on November 15th at 3:00 pm in GEC 2010. The Board may relax with a social hour before the end of the year.