

UNIVERSITY of NORTH CAROLINA  
PEMBROKE

**Meeting Minutes of the Staff Council**

January 19, 2016 – 2PM  
UC Annex 213

**Call to Order**

The meeting was called to order at 2PM by Staff Council Chair Robert Canida

**Roll Call**

**Present:** Nicolette Campos, Robert L. Canida, II Kimberly L. Locklear, Annette Straub, Sharon Blue, Christie Poteet, Pattie Dees, Tawanna Locklear, Cynthia Oxendine, Gordon Byrd, Willis Glasgow, Tara Hunt, Kim Hunt, Valerie Turnmire

**Absent:** Angela Russell, Mark Hunt, Kay Strickland, Christy Dearden

**Approval of Agenda**

Willis Glasgow made a motion to approve January 19<sup>th</sup> agenda, the motion was seconded by Annette Straub and unanimously approved by the council.

**Introduction of New Staff Council and Guests**

- a. 2016-2018 New Delegates and Alternates

All members introduced themselves, stating their name, department/division they work in, how long they had been at the university, what superhero they would like to be and why.

- b. Ms. Angie Revels, AVC Human Resources (not present)
- c. Mr. Carlton Spellman, VC for Finance and Administration (not present)
- d. Dr. Scott Hicks, Faculty Senate Chair
- e. Mr. Pernell Bartlett, Chair for UNC Staff Assembly

**Treasurer's Report – Kimberly Locklear**

Non-state - \$2,654.21

State - \$521.00

SC Gift - \$986.40

**Former Business**

- a. *2015 Overview – Dr. Campos*

Nicolette provided a brief overview of some of the goals SC achieved in 2015 and the importance of keeping those goals in place, moving forward. A few of the goals met in 2015 were:

- Improving campus communication and relations between

administration, HR, employees and staff council.

- Hold an open employee forum in the Spring and Fall semesters. Accomplished this in the spring but not the fall (yet).
- Fundraising was accomplished but still needs improvement. Sold sno cones at UNCP football games. Secured over \$250 for a staff scholarship.
- First Annual Chili Cook-off was a success.
- Sponsored and judged UNCP's first Annual Hunger Games food drive/Hunger Awareness event.
- Gave out three (3) book scholarships of \$100 to staff or dependents.

### **New Business**

a. *Election of New SC Officers* – Dr. Campos, Immediate Past Chair, conducted the officer elections. Dr. Campos provided an overview of each officer's responsibilities per the constitution and then opened the floor for nominations. The following officers were elected unanimously by the Council:

- Chair: Dr. Robert L. Canida, II
- Chair-elect: Christie Poteet
- Vice-Chair: Annette Straub
- Treasurer: Kay Strickland
- Secretary: Tara Hunt
- Parliamentarian: Gordon Byrd

b. *Comments/Remarks – Mr. Pernel Bartlett, UNC Staff Assembly Chair*  
Mr. Bartlett thanked the council for volunteering time and challenged the group to think about what we can do to make our campus and the entire UNC system better.

c. *Staff Council event for the week of the Chancellor's Installation*  
The Chancellor's Installation is currently scheduled for the week of April 4<sup>th</sup>. Working on event for SC to host or cohost; possibly an employee/staff talent show. Email all ideas to Robert.

### **Chair's Report – Robert L. Canida, II**

a. *Welcome New members*

Robert welcomed new SC members and stated he is excited about the future of SC. He stated this would be a busy but fun and rewarding year and stressed the importance of attending all meetings, communicating and working together as a TEAM!

b. *Special Recognition*

Robert recognized Annette Straub, a UNC Pembroke employee who was awarded the Governor's Award for Excellence in Customer Service. This is the highest honor a state employee may receive for dedicated service to the state and its citizens.

c. *Expectations*

Robert welcomed the new members and provided a list of SC Requirements and Expectations while serving on the Council.

d. *Mission, Vision, Goals and Values for 2016*

In addition to the expectations, Robert also discussed the importance of SC adhering to the University's Mission which is "Changing Lives Through Education", goals and

values. The six (6) university values are: communication, accountability, collaboration, innovation, integrity, and service.

*e. New employee Welcome Letter – SC and FC*

Staff Council and Faculty Council are working together to provide a welcome letter to all new UNCP employees.

*f. Meeting with HR and F&A, Tuesday, Jan 26, 9AM*

Robert was scheduled to meet with HR regarding the compensation plan. A future meeting will be rescheduled.

*g. UNC Staff Assembly @ UNCP, Monday, Feb 29, 8:30am-5PM*

It is a privilege to hold the UNC Staff Assembly meeting here at UNCP next month. There will be 50 plus delegates from the UNC system on our campus.....This is our time to SHINE.

*h. Chili Cook Off (tentatively scheduled for Feb 29)*

Our 2<sup>nd</sup> Annual Chili Cook Off is tentatively scheduled for the same day as the UNC Staff Assembly meeting which is not going to work (as much as we would like for it too). An alternative date is being discussed.

### **Announcements**

*a. Miss UNCP Scholarship Pageant – Thursday, Jan 28, 7PM GPAC*

The 2016 Miss UNC Pembroke Scholarship Pageant will be held on Thursday, January 28 at 7pm in the Givens Performing Arts Center. Seven young ladies will be vying for the title of Miss UNC Pembroke 2016. Attendance is encouraged. Miss UNCP contestants will be raising food for the CARE Resource Center. The community will vote for their favorite contestant by donating food in her name. The contestant with the most food donated wins a book scholarship.

*b. Southeastern Family Violence Center seeking donations*

UNCP is collecting items for Southeastern Family Violence Center. Would like this to be a campus wide initiative; requests the assistance of students. Need drop-off site ideas and locations. In addition to this project, the Center is asking donations of gently used coats for distribution to the homeless in our county on January 27<sup>th</sup>.

At the end of the meeting, Robert presented Kim Locklear and Nicolette Campos with a service award plaque acknowledging the two of them for their service and commitment to Staff Council. Natasha Kinto and Kindra Locklear were not present to receive their plaque.

### **Adjournment**

a. Scheduled SC meetings

- Next meeting: Tuesday, Feb 16, 2PM in Mary Livermore Library, Conference Room 203

Meeting adjourned at 3:14pm.

Respectfully Submitted,

Tara Hunt, Staff Council Secretary