



# STAFF SENATE

## AGENDA

Tuesday, September 5, 2023

11:45 AM-1:00 PM

Chancellor's Dining Room

1. **Call to Order: Timothy Sampson @ 12:00**
2. **Roll Call by Secretary: Timothy Sampson**
  - a. Members Present: Timothy Sampson, Phyllis Smith, Phillip Bullard, Jocelyn Graham, Paula Cummings, Sarah Hunt, Tara Hunt, Steven Locklear, Shania McMillian, Penny Oxendine, Courtney Page
  - b. Members Absent: Devan Britt, Concetta Bullard, Shawnda Cummings, Kristie Hunt, Whitney Locklear, Enka Oxendine
3. Approval of Agenda
  - a. 1<sup>st</sup> Motion: Courtney Page
  - b. 2<sup>nd</sup> Motion: Tara Hunt
  - c. Agenda Approved
4. **Reports/Remarks from Guest**
  - a. Angela Revels, AVC for Human Resources
    1. No Updates
  - b. Gabe Eszterhas, VC for Finance and Administration
    1. No Updates
5. **Chairs Report: Timothy Sampson**
  - September off to a good start and refunds will be processed tomorrow.
  - We are gearing up for October.
  - Reminder for all to continue to work on their resolutions
  - Janet B. Royster Memorial Staff Scholarship application available until September 30, 2023
  - Thanked everyone for all that they have been doing as Staff Senate Members
6. **Committee Chair Reports**
  - a. Budget Committee: Phyllis Smith
    1. The \$5k now reflects in the Staff Senate (Non-State) Account
  - b. Publications & Information: Timothy Sampson for Devan Britt
    1. No Updates
    2. Shania McMillian to see if she has WIC Access to Staff Senate Website
  - c. Constitution: Jocelyn Graham
    1. Will verify if alternates should be required to attend meetings
  - d. Scholarship: Timothy Sampson for Devan Britt
    1. Janet B. Royster Memorial Staff Scholarship application available until September 30, 2023
  - e. Election Committee: Timothy Sampson
    1. Committee meeting date TBD (to be determined)
  - f. Employee Recognition: Timothy Sampson for Shawnda Cummings
    1. Planning an Employee Appreciation Luncheon to be scheduled in October.
      - Paula Cummings mentioned to hold during Fall Break
    2. Will be collaborating with Health/Wellness Fair

- g. Human Resources: Sarah Hunt
  1. Professional Development Sub-Committee met last week & will be meeting again in two weeks,
  2. Working to create a Management Institute, Administrative Institute, and Supervisor Institute
  3. Working on survey to help develop a career path to assist individuals with career growth
- h. Health & Wellness: Timothy Sampson for Whitney Jackson
  1. Walking Club is not having much participation on Tuesday; looking for suggestions to increase staff involvement.
- i. Events: Courtney Page
  1. Health & Wealth Event will take place during Fall Break on October 12, 2023
  2. Tailgating has been pushed back

## 7. Old Business

- a. Staff Assembly Chancellor's Cup - Sept 26<sup>th</sup>
  1. Currently have 6 individuals going; still time to book reservations for additional members
- b. Tailgate Cookoff Challenge
  1. Tailgate competition will be judged based on creativity, theme, and design
  2. Discussions were held regarding Staff Senate's participation in the tailgating competition.
    - It was agreed upon that Staff Senate would not be holding a separate competition from the Sodexo/Athletics Tailgating Competition for homecoming. However, we will still provide the 20 spaces for departments to tailgate for Homecoming.
  3. Courtney Page to arrange contest for Cool-Whip Pie in the face & Jail-A-Thon

## 8. New Business

- a. Ombuds Survey
  1. Timothy sent email to members about 2 weeks ago asking to review and provide feedback
  2. The survey consists of 15 questions
  3. Timothy has meeting with Chancellor Cummings & Professor Holden Hansen on Wed. Sept 6<sup>th</sup>
  4. Faculty Development and Welfare (FDW) Subcommittee looking to have an independent/outside resource officer to serve as a support arm between HR and Title IX
- b. Employee Appreciation Event (Oct 12, 2023)
  1. Penny Oxendine to check on availability of Annex or Thomas Hall
  2. Meal will be for approximately 340 people; timeframe is from 11:30 – 1:30
  3. Courtney Page to send email invitation requesting individuals to RSVP
- c. Elections Conversation – Enrollment Management Division
  1. Enrollment Division has 8 of 9 positions filled
  2. Academic Affairs
  3. Volunteers for Election Committee: Timothy Sampson, Jocelyn Graham, Phyllis Smith, Tara Hunt
    - Timothy will send out email

## 9. Adjournment: Timothy Sampson @ 1:06

Visiting Staff Member on UNCP Campus:

1. Jamie Oxendine – School of Education