

UNIVERSITY *of* NORTH CAROLINA
P E M B R O K E

Meeting Minutes of the Staff Council

August 18, 2015 – 2:00 p.m.
UC Annex 203

Call to Order

The meeting was called to order at 2:02 p.m.

Roll Call

Present: Nicolette Campos, Robert Canida, Natasha Kinto, Kimberly L. Locklear, Kindra Locklear, Mike Severy, Sharon Blue, John Lerma

Absent: Angela Russell, Mark Hunt,

Introduction of Guests

Carlton Spellman, Angela Revels, Sandra Jackson were thanked for their attendance.

Approval of Minutes

Robert Canida made a motion to approve July 2015 meeting minutes, the motion was seconded by Natasha Kinto and unanimously approved by the council.

Reports from Administrators

VC for Finance and Administration

Carlton Spellman discussed the current situation regarding the 2015-16 budget.

- At this point there is no agreement regarding the state budget
- Carlton noted that office should contact the budget office regarding PO concerns
- Carlton noted that his team will be looking at the budgets differently and developing different ways to deploy the budget in the future. For example on item being discussed is travel. One solution begin discussed is using tuition collected and deployed accordingly to cover certain travel. Example 2 – Campus Computers. Update all computers on a 4 year cycle plan.

Fire in DF Lowery

- Carlton stated that DoIT is working on a requisition that will purchase IT equipment lost during the fire. Finance and Administration will be sending forth a police report to the Stat Risk Office for payment.

Health Sciences Update

- Carlton noted that the process for financing has begun. He stated that the ground breaking will take place soon. Date TBD.

HR

Angela Revels noted that the benefits fair will take place soon and Paula Cummings will be the contact for the event. She noted that vendors will be charged in order to participate. She noted that Staff Council should help getting the word out and encourage vendors to participate.

Sodexo

Sandra noted that she will volunteer with Staff Council as needed. She stated that she would like to remind staff that Sodexo offers meal plans that may be payroll deducted.

Chair's Report – Nicolette Campos

Robert stated that he, Natasha and Nicolette met with the UNC Pembroke housekeepers. The goal was to listen to their concerns and document them. He stated that the report/ finding were submitted Steve Martin. He noted that the key topics included: lack of communication, preference communication is bulletin boards across campus. Robert noted that he would forward the findings to Staff Council for review.

Nicolette noted that she and Robert will be meeting with Chancellor Cumming on Friday. She praised the Orientation Office for pulling off successful orientations, the brave walk and convocation ceremony. She noted that we have a record number of freshman this year: 1254.

ERC Report – Natasha

Natasha noted that she will be scheduling an ERC committee meeting soon. She noted the committee will be discussing the following items:

- Selecting dates for the Spring Bash
- Making contact with HR regarding Benefits Fair participation
- Football game volunteers list (she will email to SC members this week)

Natasha encouraged SC to volunteer at the games. She noted that we would need to document a practice/process for rental of the snow cone machine if we would like to begin rental.

Treasurer's Report – Kimberly Locklear

Non-state - \$2429.21

State - \$660

Advancement - \$200

Old Business

There was no old business

New Business

Nicolette stated that she would request a Special Called Meeting as well as an Executive Committee Meeting to the Smoking Policy and the SGA resolution: Indigenous Peoples' Day to replace Columbus Day (October 12th, 2015). Nicolette reminded the committee members that Staff Council Elections are quickly approaching. The plan is as follows:

- Communications in September
- Nominations in October
- Voting in November

Robert Canida made a motion to adjourn the meeting and Kindra Locklear seconded. The meeting adjourned at 3:00PM.