



AGENDA

Tuesday October 3, 2023

11:45 AM-1:00 PM

Chancellor's Dining Room

1. **Call to Order: Jocelyn Graham for Timothy Sampson @ 12:01**
2. **Roll Call by Secretary: Jocelyn Graham for Devin Britt**
 - a. Members Present: Phyllis Smith, Phillip Bullard, Jocelyn Graham, Concetta Bullard, Kristie Hunt, Sarah Hunt, Shania McMillian, Penny Oxendine
 - b. Members Absent: Timothy Sampson, Devan Britt, Paula Cummings, Shwanda Cummings, Tara Hunt, Steven Locklear, Whitney Locklear, Enka Oxendine, Courtney Page
3. **Approval of Agenda**
 - a. 1st Motion: Kristie Hunt
 - b. 2nd Motion: Phyllis Smith
 - c. Agenda Approved
4. **Reports/Remarks from Guest**
 - a. Angela Revels, AVC for Human Resources – Not Present
 1. Sarah Hunt
 - 2024 salary increase of 4% approved effective as of July; will reflect in October paycheck
 - 2025 salary increase for 3% is still being discussed/pending
 2. Kelly Koch
 - Open Enrollment for benefits will begin on October 9th; run thru October 27th
 - She will be emailing power point regarding Open Enrollment/Benefits Information
 - Everyone will automatically be enrolled in the 70/30 Plan
 - Complete the smoking attestation to receive \$60 credit
 - Cancer Plan reimbursement for wellness checks have *no* expiration dates to submit claims
 - ❖ biopsy for skin cancer, colonoscopy, mammogram, pap smear, prostate blood test
 - Accident Plan/Critical Plan through Voya does have expiration dates to submit claims
 - ❖ wellness checkups, eye exam, dental
 - b. Gabe Eszterhas, VC for Finance and Administration – Not Present – No Updates
5. **Chairs Report: Jocelyn Graham for Timothy Sampson**
 - Due to unexpected meeting, Timothy Sampson was unable to attend Staff Senate meeting. So, he will send out an email regarding chairs report.
6. **Committee Chair Reports**
 - a. Budget Committee: Phyllis Smith
 1. There has been no activity on the account
 - b. Publications & Information: Jocelyn Graham for Devan Britt
 1. Timothy Sampson still reviewing to see who are assigned WIC's to the Staff Senate Website
 - c. Constitution: Jocelyn Graham
 1. No Updates
 - d. Scholarship: Jocelyn Graham for Devan Britt
 1. No Updates
 - e. Election Committee: Jocelyn Graham for Timothy Sampson

1. Currently there are 19 nominations
2. The last day to submit nominations will be October 6, 2023

f. Employee Recognition: Jocelyn Graham for Shawnda Cummings

1. No Updates

g. Human Resources: Sarah Hunt

1. The Professional Development Sub-Committee recently met. And Christie Poteet shared the results from a survey that was recently conducted. The findings indicated the following:

- lack of communication;
- offer incentives when modules/trainings are completed;
- reinstate Town Hall meetings;
- Chancellor to show more thanks and appreciation to offices on campus.

h. Health & Wellness: Jocelyn Graham for Whitney Jackson

1. In the process of creating a playbook

i. Events: Jocelyn Graham for Courtney Page

1. Working to finalize Christmas ornaments order with CSI
2. Jail-A-Thon
3. Pie-In-Face

7. Old Business

a. Ombuds Survey

1. Faculty Senate will be meeting on Wednesday, October 4th to discuss survey in more detail

b. Employee Appreciation Event Oct 11, 2023

1. Food order has been placed with Sodexo
2. There will be two meals provided; one for 1st shift Staff Members and another for 2nd shift
3. 125 staff members have RSVP'ed

c. Health & Wellness Event Oct 11, 2023

1. Focus on faculty and staff well-being
2. 15 vendors have registered to attend; Walgreens will be on-site providing flu shots

d. Elections

1. No Updates

8. New Business

a. Fundraiser Update

1. Courtney Page is working to implement online ordering system to promote sale of Christmas Ornaments.

9. Adjournment: Jocelyn Graham for Timothy Sampson @ 12:22

Visiting Faculty/Staff Member on UNCP Campus:

1. Jamie Oxendine – School of Education
2. Francine Cummings – School of Education