

MINUTES

UNC PEMBROKE STAFF COUNCIL MEETING

Chavis University Center Room 233

March 10, 2003

3:00 pm

Call to Order: Ms. Nancy Starnes called the meeting to order at 3:05 p.m.

Roll Call:

Members Present: Randall Blue, Von Breeden, Teresa Bryant, Tony Chavis, Sally Ann Clark, Carlene Cummings, Susan Cummings, Annette Gwaltney-Jones, Kimberly Locklear, Penny Locklear, Emily Love, Shirley Rodgers, Nancy Starnes, Melissa Vance,

Members Absent: Amy Bullard, Brenda Jacobs, Mike Oxendine, Ellen Revels, and David Thaggard

Treasure's Report: The operating account (117089) has a balance of \$1,590.37 with expenses of \$143.43. The restricted account (667003) has a balance of \$1,022.83 with expenses no expenses \$18.48. The (227089) balance of \$250.00 with no expenses.

Committee Reports:

Scholarship – Did not meet

Budget Committee – Did not meet

Constitution – Did not meet

Election – Did not meet

ERC – Did not meet Report was given on Chicken bog gross amount was \$515.00 Expenses were \$123.93 generated from the sale \$391.07. About 103 people participated. Committee is planning a cookout in May after graduation but before the 1st Summer session. Upcoming events a Health Fair, Yard Sale (May 2003)

Publications – Did not meet

Personnel – Met and discussed with Annette Gwaltney-Jones training for the University. One concern about internal hires was that the applications are not complete. This committee suggested having training session on the proper way to complete a PD107 (state employment application), members of this committee also agreed to be available to review applications for fellow employees. After talking with Ms. Jones this committee feels assured that the training she has planned will cover our concerns and agreed to give her time to implement her procedures.

Old Business:

Motions were given and the committee voted to submit the following items to the on March 16 2003, when the executive committee meets with Chancellor Allen Meadors:

Staff Council "2003" Goals
Solicitation Letter to raise funds for the Staff Council
Solicitation Police revision and concerns
Adverse weather Policy concerns
Posting of Jobs (mark to say internal or external)

Discussion began about staff bulletin boards. These boards are for the use of employees to post information. The following persons keep them up:

Susan West – Lumbee Hall Board
Debbie Jacobs – University Center Board
Donna Dial- Jacobs – Bookstore Board

Please make contact with these individuals about postings.

New Business:

Announcements:

Ms. Carlene is working on study of our housekeeper's salaries.

Next meeting will be on Thursday April 3, 2003 at 3:00 p.m. Chavis University Center Room 233.

Chair Nancy Starnes adjourned meeting at 4:20 p.m.

Respectfully submitted,

Von A. Breeden
Secretary FY'03