

MINUTES

UNC-Pembroke Staff Council Meeting

Chavis University Center Room 233

May 08, 2003

3:00pm

Call to Order: Ms. Nancy Starnes called the meeting to order at 3:00 p.m.

Roll Call:

Members Present: Randall Blue, Teresa Bryant, Tony Chavis, Sally Ann Clark, Carlene Cummings, Annette Gwalthney-Jones, Kimberly Locklear, Penny Locklear, Emily Love, Shirley Rogers, Nancy Starnes, Melissa Vance.

Members Absent Von Breeden (excused), Amy Bullard, Susan Cummings, Brenda Jacobs, Mike Oxendine (excused), Ellen Revels (excused), David Thaggard.

Visitors: Ms. Cherry Beasley, Dr. Diane Jones, and Dr. Lisa Schaeffer

Minutes: Minutes were reviewed. Corrections were made to grammar and spelling. A motion was made by Tony Chavis to accept the minutes with the necessary corrections, seconded by Sally Ann Clark. The committee confirmed with a show of hands.

Treasure's Report: The operating account (117089) has a balance of \$1,544.13 with expenses of \$317.96. The restricted account (667003) has a balance of \$1,010.61 with expenses of \$6.75. The (227089) account has a balance of \$641.07 with transfer money of \$300.00 and expenses of \$298.77.

Student Grievance Policy:

Ms. Nancy Starnes welcomed the visitors to the meeting and told the council that the visitors were at the meeting to discuss the Student Grievance Policy. She shared concerns that the Staff Council Executive Board had about the policy and stated that Dr. Jones and Dr. Schaeffer had addressed those concerns before the meeting. Ms. Starnes shared their responses with the Council.

Ms. Nancy Starnes open the floor up to any Council member who wanted to ask a question about the Policy and Mr. Randall Blue asked the first question. His question was "What is the purpose of this policy?" Dr. Jones replied by saying this policy is important for documentation of student complaints and it is a SACS requirement for all universities

Ms. Carlene Cummings asked about the Student Grievance Policy in comparison to the Staff Grievance Policy. Ms. Beasley answered that the Vice Chancellors of the division the employee comes from will decide the outcome of the grievance. The Vice Chancellors will have all the notes and the tape recording of the hearing. If an appeal occurs from a staff member it will go through the Appeal Process for State Employees.

Ms. Carlene Cummings asked about racial equality with in the policy. Dr. Jones and Ms. Beasley replied by saying that this would happen because the Staff Council and Faculty Senate will choose the representatives for the panel.

The Council decided to talk about the policy after the guests left and Ms. Nancy Starnes stated she would furnish the Council's recommendation to Dr. Jones on Friday, May 9th.

Ms. Carlene Cummings compared the UNC-Chapel Hill Grievance Policy with the UNCP Grievance Policy and said that the UNCP Policy needs to have the state and university's policies in a universal location like UNC-Chapel Hill.

Emily Love asked about the term limits for the members on the committee and panel.

A motion was made by Tony Chavis to vote on the policy stating a provision with the policy regarding term limits; seconded by Kimberly Locklear. The motion carried by majority vote.

Committee Report:

Scholarship: Did not meet.

Budget: Did not meet.

Constitution: Did not meet.

Election: Did not meet.

ERC: The Health Fair on April 27th was held in the UC Center of UNCP and had 120 employees participating. The Prayer and meditation session on April 28th had 10 employees in attendance. The next Prayer and meditation session will be held on May 21st at 10 a.m. in the University Chapel located in the UC Center. The committee would like to have all the money for the Spring Cookout by 5p.m. on May 9th. They are asking for each Staff Council member to bring a dessert.

Publication: Did not meet. Shirley Rodgers announced that Emily Love would be assisting with the Staff Council Website.

Personnel: Did not meet.

Old Business:

Ms. Carlene Cummings stated that she has not heard anything about the Adverse Weather Policy from any other sources.

The Staff Forum may be postponed until May 21st.

New Business:

The SEANC Rally will be held the first week of June.

The Yearly Staff Council Meeting with the 16 member universities will be held on May 30th at NC State University.

Announcements:

Annette Gwalthney-Jones announced that Human Resources would be sponsoring a Wellness Program that will be starting soon on campus. Also she wants all members to make sure to sign up for all human resource core classes. She shared with Council that the Employee Grievance Policy is being studied and will be revised by the end of the year.