UNCP Staff Council Meeting Minutes
Thursday, April 18, 2013, UC 251

Present:  Pecouse Lucas, Chris Scott, Robert Hughes, Edward Locklear, Joanne McMillan (HR Rep), Cindy Revels, Teresa Bryant, Lori Carter, Terry Locklear, Von Breeden, Stan Locklear

Absent:  Alesia Cummings, Wes Frazier, Andrea Branch-Jacobs

Call to Order:  Council Chair, Terry Locklear called the meeting to order at 2:08 p.m.

Some Council members represented UNCP at the Staff Assembly meeting at Chapel Hill on Tuesday, April 16, so the regular Staff Council meeting was moved to Thursday, April 18.

Due to another meeting, Dr. Richard Cosentino, Vice Chancellor for Business Affairs, could not attend.

Old Business:

- General Administration paid for Staff Assembly.
- Staff Council will purchase tumblers for 520 SPA and EPA non-teaching employees. Dr. Cosentino donated $500 of state money. Terry said 540 tumblers will be ordered.
- Von transferred $2110 to cover the setup cost.
- Because these are promotional items, the money was moved to Sandy Briscar to be ordered through the Advancement Office.
- Remaining funds will be used to purchase generic Staff Council ID badges and Staff Council business cards.
- Terry made a motion to order generic badges without specific names, but with executive titles. Chris Scott seconded the motion and everyone agreed.
- Chomeka Franklin will likely create the mockup. The UNCP Seal will remain the same.

Treasury Report:

- The state fund contains $792, according to Von.

Committee Reports:

- Joanne said the Equal Employment Opportunity (EEO) Committee will be reestablished to study recruitment practices on campus. Terry asked if any members were interested. The discussion is tabled for later discussion.
- Ed suggested waiting until after the elections to assign people to committees. Terry said we don’t want to miss anything going on until that time.
- A clear elections date needs to be confirmed. Andrea will be contacted.
- Terry asked and the following members indicated their terms expire this year: Rob Hughes, Alesia Cummings (others spoke on her behalf), Cindy Revels and Pecouse Lucas.
- Terry said the current Council represents “a good mix” of campus divisions and this needs to remain in place when new members are elected. He said Advancement needs to be included in the upcoming elections. Chris Scott will contact Wendy Lowery.
- Joanne suggested having someone from each division involved in ballot review.
- Terry and Teresa said that Qualtrics Survey Software does it all for you. Paper elections and Qualtrics can be combined.
• Joanne asked Ed, Chris and Stan if Facilities employees have access to electronic voting. Von said a Council member might leave ballots in a central location at Facilities and collect them when completed.

• The EPA non-teaching population needs to know that they are represented by Staff Council and are invited to participate in the elections process. Terry stressed that when the tumblers are delivered to these employees, they need to be told this.

• Terry added that he includes the Staff Council mission statement in all his communication because three governing bodies are represented on campus: students, faculty and staff.

New Business:

BOG Meeting Reflection

• Board of Governors visit was successful. The campus impressed them. Terry, Von and Chris Scott participated in some of the meetings.

• BOG discussed the UNC system’s treatment of military, overhauling some services, a GA fund for recruiting and retaining faculty and EPA non-teaching personnel (no fund for staff exists).

• Most of the day was spent with Staff Assembly Chair, Charles Brink and Chair Elect, Susan Colby.

• He confirmed with Joanne that the Proposal 950 is okay to share electronically and as private citizens, staff can write letters to legislators to show support

Staff Assembly Reflection

• Both Von and Terry noted the pre-grievance process discussed at the staff assembly meeting.

• Terry had contact with the gentleman who would be happy to meet and share more detail with the Staff Council.

• Both said the meeting revealed to them how fortunate UNCP employees truly are. We should consider the advantages of working on a smaller campus such as available parking spaces and free use of the fitness center.

• Terry announced that state health insurance will increase 4.6% in January 2014.

Golf Tournament Update

• Staff Assembly Scholarship Tournament is Wednesday, June 12, 2013 at NC State. Von will get a list of the jobs available to volunteers.

• If interested in attending, please e-mail Terry.

Search Committee Formal Request

• Joanne said the hiring official of any search creates the committee and assigns the members.

• She said she would do search committee training with Staff Council.

Council Constitution

• Chuck Brink commended the Council on having a constitution.

• Terry said the constitution needs to fit where we want to go. Twelve (12) meetings are scheduled annually.

• Both the Staff Assembly information and the constitution need updates.

• Terry has requested Dan Kenney as advisor to the Staff Council. Dan Kenney will let him know.

Closing – Meeting adjourned at 3:15 p.m. Next meeting is Tuesday, May 14 or 21?