

UNIVERSITY of NORTH CAROLINA
PEMBROKE

Meeting Minutes of the Staff Council

February 21, 2017 – 2:00 p.m.
University Center Annex, Room 213

Welcome and Call to Order

The meeting was called to order at 2:03 p.m.

Roll Call by Secretary Hunt

Present: Mary Baynes, Gordon Byrd, Robert L. Canida, II, Evelyn Cheek,
Jean Marie Floyd, Sheila Hardee, Greg Harris, Kim Hunt, Tara Hunt, Tawanna Locklear,
Tina Rodgers, Parker Watson, Dawn Wheeler

Absent: Alison DeCinti, Kay Strickland

Approval of January 23, 2017 Minutes

Tara Hunt made a motion to approve the January 23rd minutes, the motion was seconded by Tawanna Locklear and unanimously approved by the council.

Treasurer's Report – Robert L. Canida, II

Balances as of 2-20-2017

SC Non-state:	\$1,650.18 (270890)
SC State:	\$1,500.00 (170890)
*Dr. Canida has inquired on how we can spend these funds; he will report back to SC	
SC Gift:	\$10.77 (670030)
SC Scholarship:	\$93.30 (687000)

Tara Hunt made a motion to approve the February Treasurer's Report, the motion was seconded by Tawanna Locklear and unanimously approved by the council

Reports from Administrators and Guests

- a. Steve Arndt, VC for Finance & Administration:
 - Student & Health Counseling building is almost complete, 3/17 – 4/20 ribbon cutting.
 - School of Business project advertised for designers through December; plans to choose final designer 2/28 – 3/1. Location of the new building will be on the gravel lot currently between the Dial and Sampson buildings.
 - Prospect road project is still on target for this summer.
- b. Angela Revels, VC for Human Resources:
 - Annual Employee Service Award Luncheon was held on February 2nd; 63 employees were recognized for their years of service.
 - Performance Management Appraisals are due in HR by Friday, May 19th. Training will be provided for supervisors in March.

- Summer Flex has not been approved yet; sent to Cabinet.
 - FSLA policy on raising salaries to competitive range still on HOLD.
 - Braves kick-off scheduled for August 9th and 10th.
- c. Sandra Jackson, GM, Sodexo:
- Chick-fil-A had a great opening...African American lunch tomorrow, February 22nd.
- d. Mark Gogal, HR Consultant and Workforce Strategist:
- Currently working on the Bravebook 2017-2018. Will bring more information to March meeting.
- e. Jodi Phelps, Executive Dir of Marketing:
- Original Media Policy was sent out in December and Jodi met with several small groups to revise the policy. Jodi is designated as the official university spokesperson allowed to speak with the media.

Chair's Report – Robert L. Canida, II

- a. 2ND Annual Staff Awards and Recognition Ceremony, date TBD in May.
- b. Parker volunteered to co-chair the Staff and Faculty Holiday Party 2017.

New Business/Committee Reports

- a. Employee Recognition Committee: No Updates
- b. Publication and Information Committee: No Updates
- c. Constitution Committee: No Updates
- d. Personnel Committee: No Updates
- e. Election Committee: No Updates
- f. Executive Committee: No Updates
- g. Scholarship Committee: No Updates
- h. Budget Committee: No Updates
- i. Health and Safety Committee: No Updates
- j. FAOM: No Updates
- k. Sustainability Committee: Have received a lot of emails regarding parking.
- l. Employee Emergency Relief Fund: Have met 2 times since January. Received 0 application and were able to fund over 2/3 of applications. Folks are still struggling.

Announcements

- UNCP Campaign begins March 15th – SC will be listed on the gift page
- February 22nd, showing of “Wilmington on Fire” at 6:30pm. Sponsored by the Office for Diversity and Inclusion

Adjournment

Meeting adjourned 3:11pm

Next meeting: Tuesday, March 21, 2017, 2PM in UC 213

Respectfully submitted by,

Tara R. Hunt
Staff Council Secretary