

HR Spotlight

Message from Dr. Nicolette Campos

Director of Employee Relations and Workforce Development

Welcome to Brave Talent News!

Skillssoft's Percipio platform is the Learning Management System (LMS) used to deploy learning opportunities to UNCP employees. You have access to recorded content created by Skillssoft, real-time learning opportunities from Skillssoft and custom content created by your colleagues! You can get there from here – how can we help? We can create a custom learning journey for you, or each employee in your department, acquire new skills, upskill, polish your current skills in small, easy to digest sessions. Top selections by UNCP employees in the last 6 months are customer services, inclusion and diversity topics, conflict management, and topics on personal mindset. We can also facilitate custom workshops for your department. Popular selections are team building, team and individual communications, customer service topics, inclusion & diversity, problem-solving and conflict resolution.

We are here for YOU! Contact us today to learn more about topics of interest to you or about updating your department's custom content.

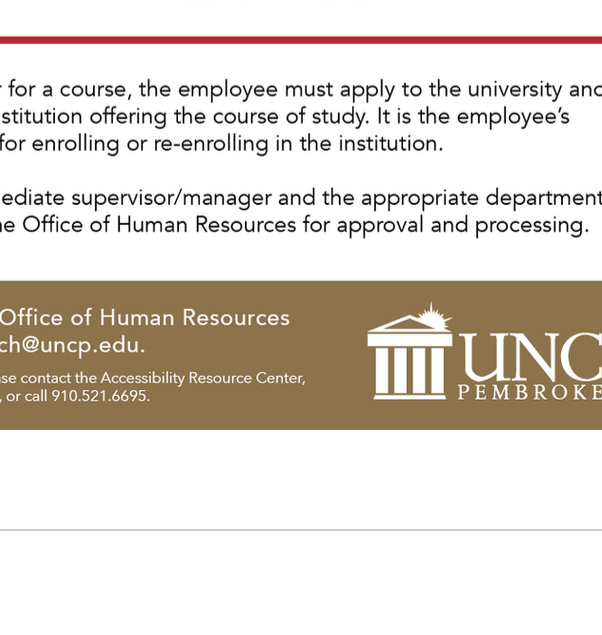
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REMINDER!

Deadline August 11!

Performance management is a tool designed to assist supervisors and managers monitoring and evaluating employees' work. The intention is to create a work environment in which employees can perform to the best of their abilities, producing their highest-quality work in the most efficient and effective manner.



The EHRA-Non Teaching (EHRA-NT) performance cycle begins July 1 and ends June 30 of each year. This year the deadline to complete EHRA-NT appraisals is **August 11**. Please reach out to us if you have any questions or need assistance. You may reach us at 910.521.6279 or via Nicolette.campos@uncp.edu or Sheila.hardee@uncp.edu.

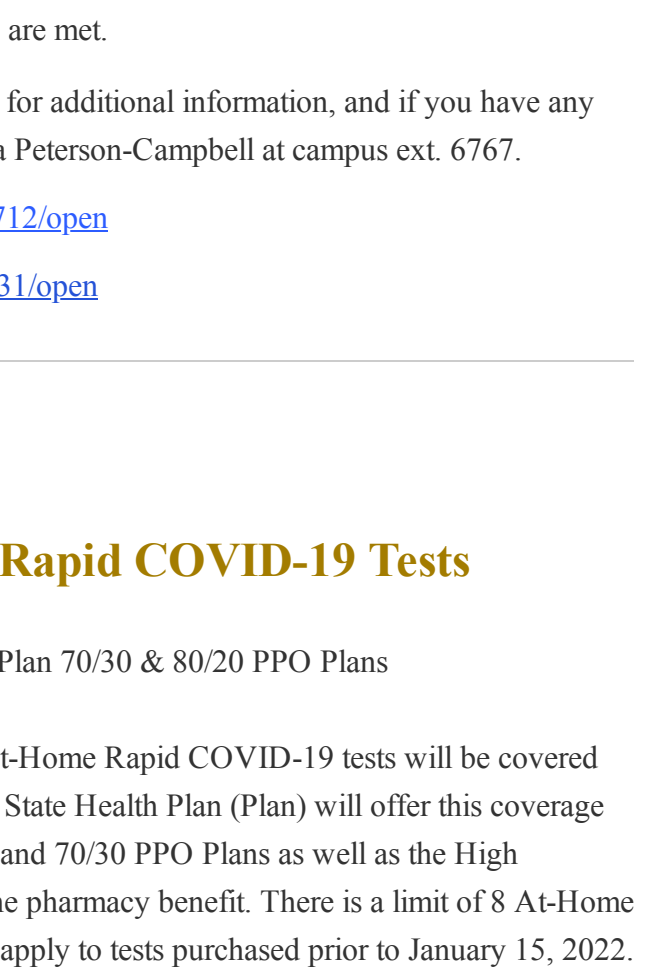
Would you like to continue your education, but not sure how you'll pay for it and don't want student debt?

Receive a degree for less with UNCP's Tuition and Fees Waiver.

Whether for career preparation or personal use, if you are a full-time, permanent employee at UNCP, you are eligible to apply for up to three course waivers per academic year.

NEW! Sworn law enforcement officers are eligible to apply for an unlimited number of course waivers.

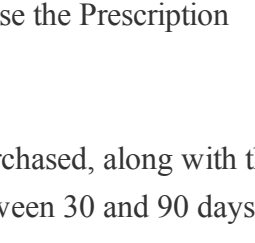
Waivers can be used at all 17 UNCP System universities.



Prior to applying for the tuition and fees waiver for a course, the employee must apply to the university and be accepted by the Admissions Office of the institution offering the course of study. It is the employee's responsibility to meet admission requirements for enrolling or re-enrolling in the institution.

The waiver form must be approved by the immediate supervisor/manager and the appropriate department head/vice chancellor prior to submitting it to the Office of Human Resources for approval and processing.

For more information, please contact the Office of Human Resources at 910.521.6279 or kelly.koch@uncp.edu. This publication is available in alternative formats upon request. Please contact the Accessibility Resource Center, Charlotte Administrative Building, Room 115, or call 910.322.6675.

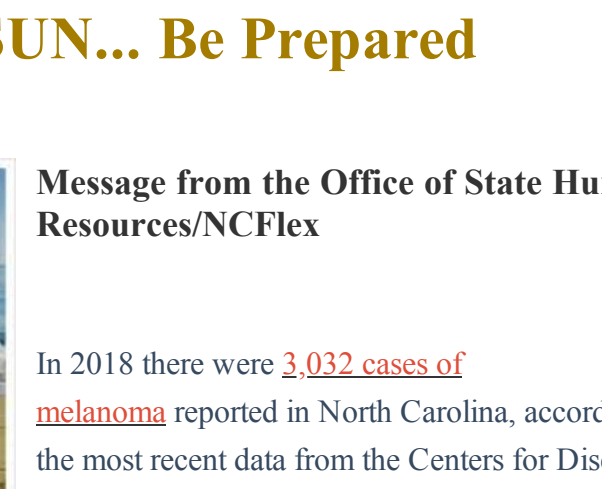


DON'T FORGET...

Deadline - August 31, 2022

COVID-19 booster shot incentive leave program

- Eight (8) hours of paid leave is available to employees (SHRA and EHRA non-faculty staff and leave-earning faculty) who receive their COVID-19 booster shot on or before August 31, 2022.
- Employees who received their booster prior to the implementation of this program are eligible: the leave is available only for the first booster shot received (second booster shots are not eligible).
- Proof of the booster must be uploaded to the student health services patient health portal on or before **August 31, 2022**. (If you have previously uploaded proof of your booster, you do not need to upload it again).
- Probationary, time-limited and permanent employees are eligible for this leave and the leave is prorated for part-time employees. Temporary employees are not eligible.
- New employees hired after the date of implementation of this program are also eligible, if all other requirements are met.



The resource links are available below for additional information, and if you have any specific questions, please contact Paula Peterson-Campbell at campus ext. 6767.

- Policy: <https://oshr.nc.gov/media/4712/open>
- FAQ: <https://oshr.nc.gov/media/4831/open>

Coverage for At-Home Rapid COVID-19 Tests

Members Enrolled in the State Health Plan 70/30 & 80/20 PPO Plans

Per the President's Executive Order, At-Home Rapid COVID-19 tests will be covered 100% effective January 15, 2022. The State Health Plan (Plan) will offer this coverage to Plan members enrolled in the 80/20 and 70/30 PPO Plans as well as the High Deductible Health Plan (HDHP) via the pharmacy benefit. There is a limit of 8 At-Home Rapid tests per 30 days. This does not apply to tests purchased prior to January 15, 2022.

Plan members will have two options for coverage of At-Home Rapid COVID-19 tests:

Purchase your At-Home Rapid COVID-19 test at a local pharmacy using your State Health Plan ID card. When purchased at the pharmacy with your ID card, there should be no cost to the member, or

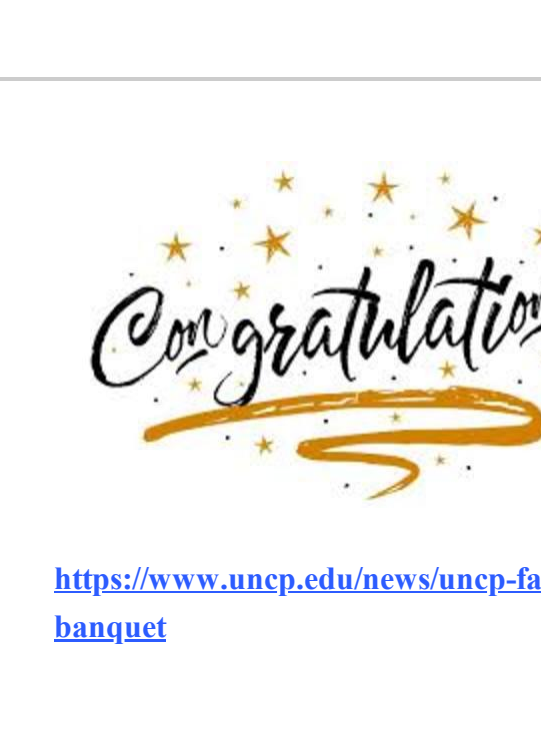
Purchase an At-Home Rapid COVID-19 test online or in a store and submit a receipt and claims form for reimbursement

Members electing to purchase the test and submit a claim should use the Prescription Reimbursement Claim form located on the Plan's website.

Members should submit a receipt, that clearly indicates the test purchased, along with the claims form. Expect the claims reimbursement process to take between 30 and 90 days.

For additional information visit <https://www.shpnc.org/coronavirus-updates>

FUN in the SUN... Be Prepared



Message from the Office of State Human Resources/NCFlex

In 2018 there were **3,032 cases of melanoma** reported in North Carolina, according to the most recent data from the Centers for Disease Control and Prevention (CDC). As one of the most common cancers in young people, it is imperative to take the needed precautions to protect your skin from this preventable disease.

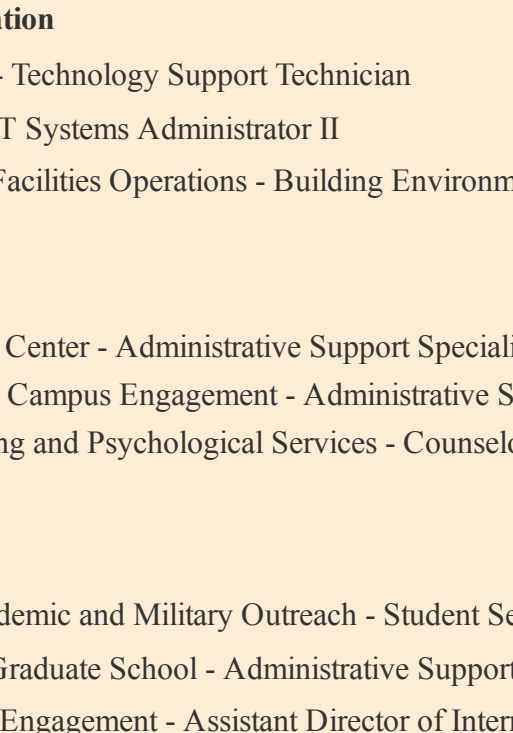
Precautions include limiting exposure to UV rays by seeking shade and slathering on SPF 30+ sunscreen. It is recommended to wear clothing and a hat that covers and shades the skin, as well as sunglasses. Additionally, make sure to avoid tanning beds and sunlamps. And lastly, protect children from harmful rays!

As a reminder, sunscreen SPF 15 and above is [Health Care FSA](#) eligible.

<https://www.cancer.org/cancer/melanoma-skin-cancer/about-key-statistics.html>

<https://www.cancer.org/cancer/melanoma-skin-cancer/causes-risks-prevention/prevention.html>

Learn more about skin cancer, success stories and more sun safety tips by visiting the [CDC website](#).



Upcoming Dates/Reminders

Leave Reports

SHRA Bi-Weekly leave reports must be submitted by employees via BraveWeb no later than noon, Monday, August 1, Monday, August 15 and Monday, August 29.

Exempt leave reports must be submitted no later than Sunday, July 31, by 5 p.m. and Wednesday, August 31, by 5 p.m.

State Health Plan Free Webinars: Click the links below to register

WEBINAR: Understanding Your Medical Plan Options When You Become Medicare-Eligible Thursday, July 21, 2022, 2-4 p.m.

Financial Education Workshop Series

Make the most of Your Retirement Savings - Thursday, August 11, 2022, at 12 pm. [Register now](#)

New Faculty Onboarding

August 8, 2022, 8 a.m.-4 p.m., James A. Thomas Hall, RM #123

Braves Kickoff

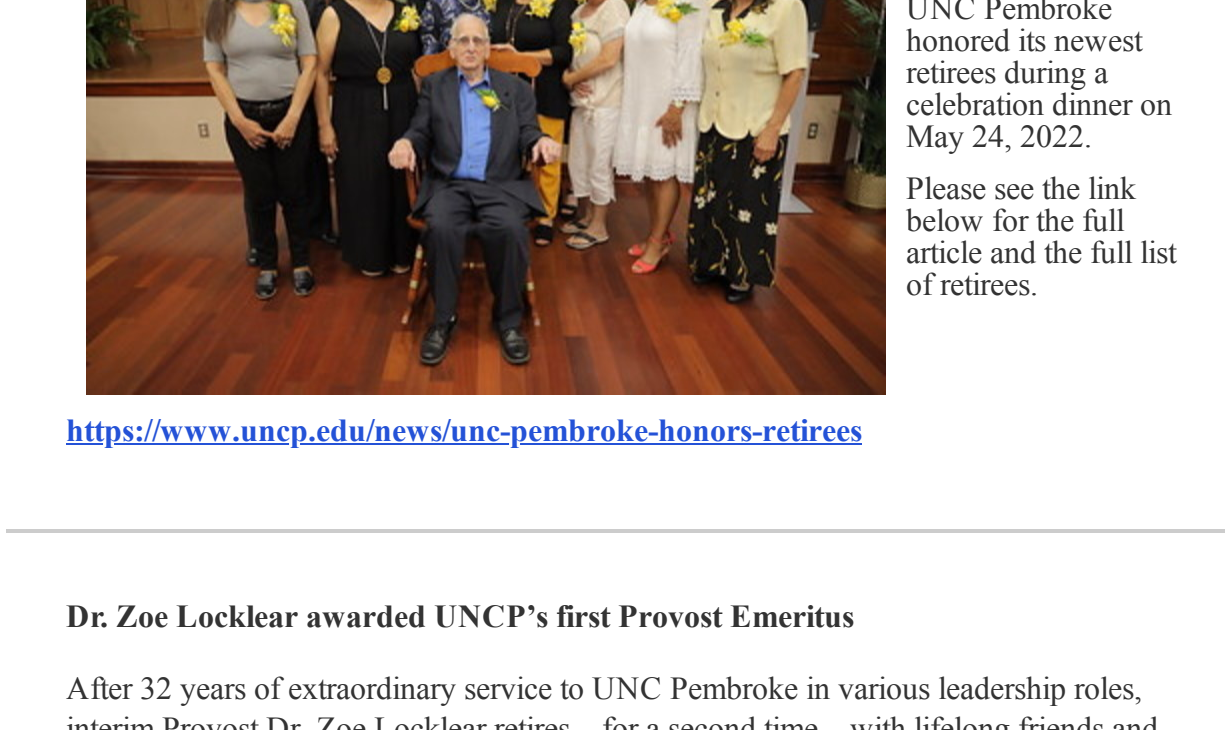
August 10-11, 2022. In-person event for all faculty and staff at Givens Performing Arts Center (GPAC). [Click here for Agenda](#)

Updating Your Mailing Address

Be sure to keep your address up to date in BraveWeb. Benefit vendors rely on these addresses to contact plan participants about claims, updates, replacement cards and more. Not sure how to update your address? Reach out to the Office of Human Resources at 910.521.6279.

August Faculty & Staff Town Hall

August 26, 2022 - stay tuned for more information



Staff Council Announces Employee of the Month

May 2022

EHRA Non-Faculty: Ashley Oxendine Dial, Student Success Coordinator, Center for Student Success

SHRA: Danielle Evans, Campus Investigator, Title IX & Clery Compliance



June 2022

EHRA Non-Faculty: Gary Tremblay, Technical Director of GPAC, Givens Performing Arts Center

SHRA: Loretta Jones, Administrative Support Associate, The Museum of Southeast American Indian



Don't forget to nominate an Employee of the Month and a Team of the Quarter by Tuesday, August 2, 2022.

Nominate below:

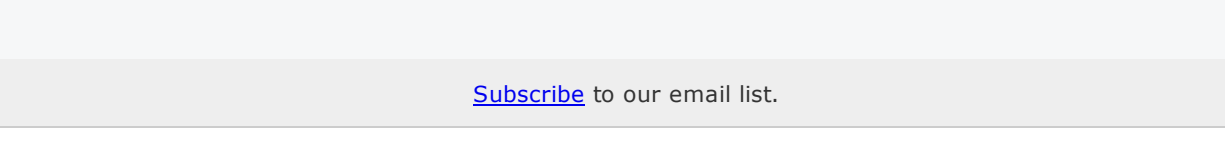
[Employee of the Month - July 2022](#)

[Team of the Quarter - 2nd Quarter 2022](#)

Annual Faculty Appreciation Banquet

Click the link below to see the list of UNC Pembroke faculty members who were honored for their dedication to the University on May 5, 2022.

<https://www.uncp.edu/news/uncp-faculty-recognized-during-annual-appreciation-banquet>



New Employees

June

Academic Affairs

LaToya VanEllis - Academic and Military Outreach - Asst. Director of Academic and Military Outreach

Taylor Strickland - Financial Aid - Student Services Specialist

Hampton Locklear - Financial Aid - Assistant Director of Financial Aid

Chancellor's Office

Darla Oxendine - Administrative Support Specialist - Events Office

Finance & Administration

Jacob Freeman - DoIT - Technology Support Technician

David Horan - DoIT - IT Systems Administrator II

Brandon Hammonds - Facilities Operations - Building Environmental Services Technician

Student Affairs

Ryan Spangler - Career Center - Administrative Support Specialist

Alisha Anyachonkeya - Campus Engagement - Administrative Support Associate

Jordan Roels - Counseling and Psychological Services - Counselor in Residence

July

Academic Affairs

Shermeika Duffly - Academic and Military Outreach - Student Services Specialist

Diana Stapleton - The Graduate School - Administrative Support Associate

Rosa Lee Ball - Global Engagement - Assistant Director of International Student Engagement

Mohamed Djerjouri - Academic Affairs - Dean, School of Business

Eva Skuka - Academic Affairs - Dean, College of Health Sciences

Tamika Jones - Registrar's Office - Associate Registrar

Julie Locklear - Admissions - Administrative Support Associate

Cashlyn Locklear - School of Business - Administrative Support Associate

Ahmad Aziz - Admissions - Assistant Director of Admissions

Chancellor's Office and Academic Affairs

Corey Hendren - Athletics - Assistant Coach Track and Field

Sandra Moran - Athletics - Assistant Coach Track & Field and Athletic Performance

Edward Mohana - Athletics - Assistant Coach Track & Field

Finance & Administration

James Locklear - Facilities Operations - Facilities Maintenance Technician / Buildings

Lisa Grant - Facilities Operations - Building Environmental Services Technician

Kayla Clark - Business Services - Support Services Associate

Happy Retirement

Retiree Celebration

May 24, 2022

Brenda Bullard - 24 years of State Service - Career Center

Evelyn Check - 23 years of State Service - Counseling and Psychological Services

Flora Freeman - 22 years of State Service - Housing and Residence Life

Janet Gentles - 18 years of State Service - College of Arts and Sciences

Dr. Anita Guynn - 20 years of State Service - English, Theatre, and World Languages

John Hays - 32 years of State Service - Division of Information Technology

Carol Hunt - 32 years of State Service - Housing and Residence Life

Gloria Hunt - 17 years of State Service - Community and Civic Engagement

Dr. Leon Jernigan Jr. - 20 years of State Service - Department of Biology

Ala Locklear - 16 years of State Service - Housing and Residence Life

Janice Locklear - 23 years of State Service - Facilities Operations and Maintenance

Dr. Zoe Locklear - 37 years of State Service - Office of the Provost and Academic Affairs

UNC Pembroke honors retirees

UNC Pembroke honored its newest retirees during a celebration dinner on May 24, 2022. Please see the link below for the full article and the full list of retirees.

<https://www.uncp.edu/news/uncp-uncpembroke-honors-retirees>

Dr. Zoe Locklear awarded UNCP's first Provost Emeritus

After 32 years of extraordinary service to UNC Pembroke in various leadership roles, interim Provost Dr. Zoe Locklear retires – for a second time – with lifelong friends and countless memories.

Read more: <https://www.uncp.edu/news/dr-zoe-locklear-awarded-uncps-first-provost-emeritus>

Healthy Recipes

Lighter Pulled Pork Sandwiches - [Get the Recipe Here](#)

Healthy Grilled Shrimp Fajita Foil Pack - [Get the Recipe Here](#)

[Healthy Grilling & Summer Recipes](#)

Contact Us:

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