



AGENDA

Wednesday, June 7, 2023

12:00 PM-1:00 PM

Chancellor's Dining Room

1. Call to Order

2. Roll Call by Secretary

3. Approval of Agenda

- a. Motion: Kristie Hunt
- b. Second: Sarah Hunt
- c. Motion Approved

4. Reports/Remarks from Guest

- a. Rosa Ball, Assistant Director of International Student Engagement, OGE
 - i. Located in Belk Hall
 - ii. Assists with Study Abroad and International Students

5. Chairs Report

- a. Tim thanked the group for their assistance with for Rejuvenation week with Staff Senate. We have received a great response from staff and they are hoping to see more events like this.
- b. There are currently 11 projects that Staff Senate is working on.
- c. Tim has discussed with HR, and the HR committee about the communication between staff and HR. When new hires onboard in your division, you can send a introductory email to staffcouncil@uncp.edu and it will be sent out to campus. This will help the campus community know who to contact in these areas.
- d. Tim discussed that an email will be sent to staff to remind them who their Staff Senate Representatives are, and to remind and encourage them to use the online issues/concerns form.

6. Committee Chair Reports

- a. Budget Committee
 - i. No changes at the moment.
- b. Publications & Information
 - i. The committee is working on the June Staff Senate Newsletter in hopes this is sent out the week of June 12.
 - ii. The website will soon be updated with the Staff Senate Group photo, and will schedule a group photo for those who were not able to attend the first.
 - iii. Devan will work on adding QR codes around campus that staff can scan to take them to the issue/concerns form.
- c. Constitution
 - i. Jocelyn will send the final copy to Devan so this can be updated on the website.
- d. Scholarship
 - i. Scholarship winners were sent to staff announcements and updated on the website.
- e. Election Committee
 - i. No updates.
- f. Employee Recognition
 - i. No updates.
- g. Human Resources
 - i. Tim is scheduled to meet with the Chancellor in regard to passing/implementing a Flex Schedule.

- ii. Tim has been in contact with Mark Gogal about Professional Development opportunities for campus.
- iii. Sarah is working on information for compensation beyond contracts.
- iv. There are professional development opportunities available online via CUPA, and OSHR
- v. The HR committee discussed the Veteran's Day holiday. It is a floating holiday, and employees can code paid holiday on this day if they wish, but then must code vacation or special leave during the winter break on the Veteran's Day observance day.
- vi. DocuSign was the most used electronic signing system per the UNC System schools contacted.
- h. Health & Wellness
 - i. Will focus on wellness.
 - ii. Whitney will be out soon on maternity leave.
 - iii. Will work on implementing the walking club from 12 noon – 1 p.m., on Tuesdays and Thursdays.
- i. Events
 - i. Will discuss next quarterly event for staff.

7. Old Business

- a. Flex Schedule Update
 - i. Regulation and PowerPoint has been created. Tim has a meeting with the Chancellor on June 8 at 2 p.m. to discuss.
- b. Sit Down with Staff Senate
 - i. Plan next date
 - 1. June 21 from 3 – 5 p.m.
 - 2. Will see if James A. Thomas Hall event room is open, or Museum Conference room
- c. Homecoming Wednesday Dress Up Day Ideas
 - i. Decades Day
 - ii. Favorite Hero
 - iii. Wacky Hats/Socks
 - 1. The group decided on Wacky Hats/Socks Day. Tim will reach out to Abdul Ghaffar to let him know what the Staff Senate decided.
- d. Brave Health Update
 - i. Tim met with Dr. Crystal Moore, Dr. Jeff Howard and Gabe Eszterhas to discuss the possibility of faculty and staff using Brave Health Center for general appointments. This could be a possibility in the long term, but they are still working on billing.
- e. Document Signature Tracking System Update
 - i. DOiT is looking into systems. Quotes have been received from 3 vendors.
- f. Golf Tournament Update/Signup
 - i. The Staff Assembly Golf Tournament will be held on September 26th. If you would like to go, please let Tim know. If you wish to ride the bus, it will leave the afternoon of September 25th, and stay the night. If you do not wish to stay the night before, you can drive up the day of. Each UNC School will have a hole and will pass out water and snacks to participants.
- g. Next Quarterly Event
 - i. Idea: day of Facials and/or manicures/pedicures
 - ii. Send any ideas to Tim & Devan

8. New Business

- a. Nominations for Finance & Administration and Chancellor/Advancement Divisions
 - i. Approval of RaMonda Crosbys Resignation
 - a. Motion: Kristie Hunt
 - b. Enka Bullard Oxendine
 - c. Motion Approved
- b. Secretary Nominations
 - i. Tim will send email requesting nominations.

- c. Resolution Process
 - i. Committee chairs will now write resolutions that fall under their purview, with the assistance of the committee.
 - ii. Committee chairs will then send to Jocelyn.
 - iii. Jocelyn will also forward to Phillip for input.
 - iv. The final will be sent to the executive committee for review.
- d. Fundraising Ideas/Discussion
 - i. Email any ideas to Tim and Devan.
- e. State Employee Credit Union
 - i. SECU has contacted Sheila Hardee in Human Resources and would like to partner with Staff Senate to table at UNCP to let employees know of all the services they offer.

9. Adjournment

- a. Meeting adjourned at 1:09 p.m.