



AGENDA

Tuesday, July 11, 2023

11:45 AM-1:00 PM

Chancellor's Dining Room

1. Call to Order by Chair: Timothy Sampson @ 12:00PM

2. Roll Call by Secretary: Timothy Sampson

- a. **Members Present:** Timothy Sampson, Phyllis Smith, Enka Oxendine, Courtney Page, Sarah Hunt, Paula Cummings, Penny Oxendine
- b. **Members Absent:** Devan Britt, Phillip Bullard, Jocelyn Graham, Whitney Locklear, Shawnda Cummings, Concetta Bullard, Kristie Hunt, Shania McMillian, Lindsey Rhyne, Tara Hunt

3. Approval of Agenda

- a. 1ST Motion: Enka Oxendine
- b. 2nd Motion: Courtney Page
- c. Agenda Approved

4. Reports/Remarks from Guest

- a. Anthony Hunt, Community & Civic Engagement / Basic Needs Project Manager
 - available to assist students with life skills and ensure their basic needs are being met,
 - hold workshops that create experiential learning & training experiences,
 - encourages students to get involved in events on campus and in the community,
 - recently received \$90K grant; potential to award 60 students with a grant up to \$1500,
 - will be launching on UNCP website on August 16th.
- b. Kamren Lewis, Community & Civic Engagement / CARE Resource Center Coordinator
 - pantry hours of operation are: (M, W, F from 11 to 5) and (T, Th from 10 to 6),
 - students can visit pantry twice a month,
 - faculty and staff can visit pantry one a month,
 - major contributors are Campbell Soup, Unilever, and Walmart,
 - mobile pantry coming in the future; setting up in parking lots and near residential halls.
- c. Angela Revels, AVC for Human Resources
 - state budgets are still pending: (House looking at 7½%) (Senate looking at 5%)
 - Annual Performance Reviews due August 11th,
 - Equal Employment Opportunity and Diversity Fundamentals (EEO/DF) for Managers are mandatory. Sheila Hardee, HR Consultant, has four sessions still available for the year.
 - Pregnant Workers Fairness Act (PWFA) was passed the end of June 2023. Additional information will be shared with faculty and staff.
 - Braves Kickoff will be Wednesday, August 9th only for entire campus, with the mandatory training being completed that evening. Tuesday, August 8th and Thursday, August 10th will be used for departmental training and professional development.

5. Chairs Report: Timothy Sampson – It has been a long year, but a lot has been accomplished. And even more remains to be done.

- have completed two of our thirteen projects on our list,
- working to fill the vacant Staff Senate seats,
- Staff Senate is the voice for over 600 individuals on campus which consist of administrators, faculty, and staff members.

- met with Chancellor Cummings to express the vital importance of employees having the freedom to attend Staff Senate meetings and functions, and Chancellor is in agreeance.
- Chief of Staff, Jess Boersma and Tabi Cain will be drafting documentation,
- memos & training modules will be forthcoming from Chancellor Cummings

6. Committee Chair Reports

- a. Budget Committee: by Phyllis Smith
 - Gabe has approved the \$5k for Staff Senate fund
- b. Publications & Information: by Timothy Sampson for Devan Britt
 - received a lot of positive feedback about our newsletter,
 - spotlight was a fantastic addition; in future will look to feature two spotlights,
 - QR Code has been created & will be placed in buildings around campus
- c. Constitution: by Timothy Sampson for Jocelyn Graham
 - discussed during 'Old Business'
- d. Scholarship: by Timothy Sampson for Devan Britt
 - The three recipients were highlighted in both Staff Senate & HR Newsletters
- e. Election Committee: by Timothy Sampson
 - skipped
- f. Employee Recognition: by Timothy Sampson
 - Shawnda Cummings has agreed to serve as chair
 - employee recognition will be based on mission statement and core values:
 - ❖ Changing Lives Through Education Award
 - ❖ Accountability Award
 - ❖ Collaboration Award
 - ❖ Communication Award
 - ❖ Innovation Award
 - ❖ Integrity Award
 - ❖ Service Award
 - nominations will be submitted in the Fall & announced in the Spring
- g. Human Resources: by Sarah Hunt
 - working on resolution
- h. Health & Wellness: by Timothy Sampson for Whitney Jackson
 - looking to add yoga class,
 - looking to also have a F45 class for staff only
 - walking club currently only meeting on Tuesdays at 12:00; starting Tuesday, July 18th
 - will eventually meet on Tuesdays & Thursdays
 - the auxiliary gym will be backup location for exceptionally hot days
- i. Events: by Courtney Page
 - Another week of activities scheduled for July 31st thru August 4th

Bowling	\$25	Team of 5
Billiards	\$20	Team of 2
Cornhole	\$20	Team of 2
RCC		Haircuts, manicures, facials
Sit Down		Discussion with Staff Senate
Ice cream truck		

7. Old Business

- a. Flex Scheduling Update
 - Chief of Staff, Jess Boersma and Tabi Cain are drafting documentation so communication can be sent from Chancellors Office and shared across campus,
 - would like for HR & leadership to hold quarterly meetings with managers

b. Homecoming Dress up days

Monday	Crocs Day
Tuesday	Senior Citizen Day(Students) / Youngster Day(Staff)
Wednesday	White Lie T-Shirt(Students) / Wacky Hats/Socks(Staff)
Thursday	Country vs. County Club
Friday	Black & Gold
Saturday Oct 28	UNCP vs Glenville State at Home @ 3:30

c. Golf Tournament

- September 25th – Monday – leaving between 3:00PM and 5:00PM
 1. 30-Passenger Bus Reserved
 2. Head Count for the individuals staying overnight – 6
 - a. Timothy, Devan, Jocelyn, Phyllis, Sarah, Paula
- September 26th – Tuesday – Day of tournament – Starts at 9:00AM
 1. Tents provided by Admissions – follow-up with MaryBeth
 2. Snacks provided by Chancellors Office – Jocelyn

d. Secretary Nominations

- none has yet been submitted, Timothy will begin calling on individuals to fill position.

e. Fundraising Ideas

- Cool whip – pie in the face
- Jail-a-thon
- Ice cream truck
- Christmas ornaments – partner with IT to help with online sales
- Chili Cook Out

8. New Business

a. Constitution Discussion

- referenced Article VIII. Operating Procedure, Part B. Attendance – regarding wording of ‘Each “Delegate” is expected....’
 - Should delegate be changed to individual or member
 - Because it is only referencing delegate and not the alternates
- looking at sending out notifications to Staff Senate members who continually miss meetings
- should time of employment remain at 1 year or change to 6 months

b. Nominations for Finance & Administration Division

- Steven Locklear has agreed to serve, he will be 2nd Alternate
 - Approval of Nomination
 - 1ST Motion: Courtney Page
 - 2nd Motion: Enka Oxendine
 - Motion Approved

9. Adjournment by Timothy Sampson @ 1:08

Visitors from other campus departments in attendance:

1. Kimberly
2. Jamie

11TH ANNUAL UNC SYSTEM STAFF ASSEMBLY CHANCELLORS CUP GOLF TOURNAMENT

- ❖ Bryan Park Golf Course in Browns Summit, North Carolina
 - 6275 Bryan Park Road, Browns Summit, NC 27214
 - 139 miles
 - 2 hours 13 minutes

← from 1 University Drive, Pembroke, NC 28372
to 6275 Bryan Park Rd, Browns Summit, NC 27214

ALT W
12 min (8.4 mi)

↑ Merge onto I-74 W/US-74 W
12 min (13.6 mi)

↑ Continue onto US-74 W
10 min (9.8 mi)

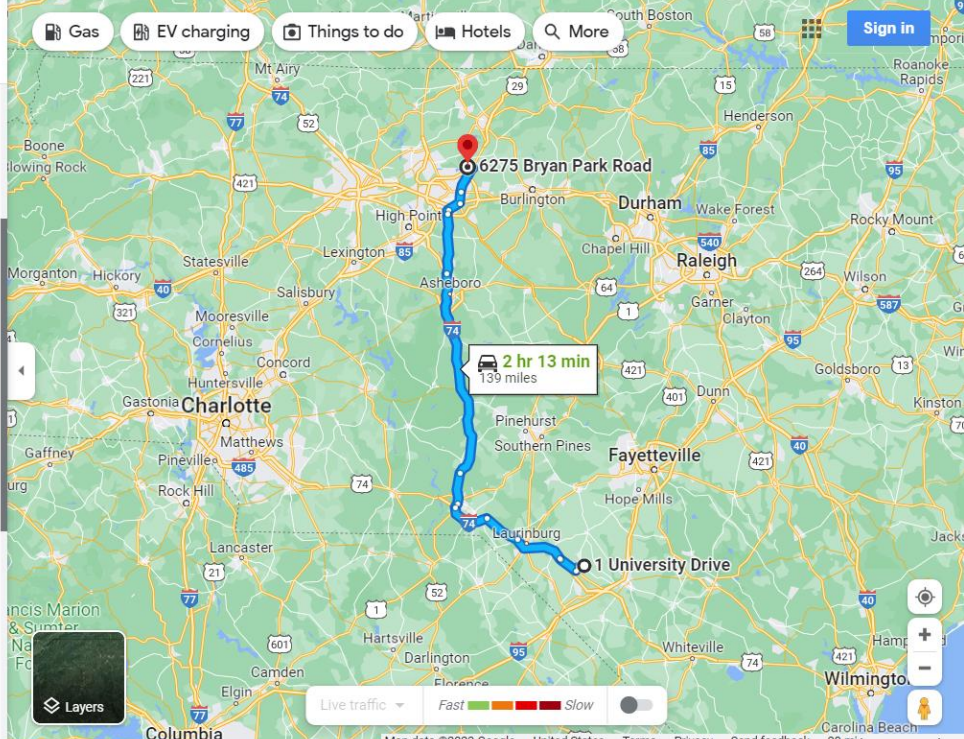
> Follow I-74 W/US-74 W to US-1 N/US Hwy 1 S.
Take exit 311 from I-74 W/US-74 W
10 min (10.8 mi)

> Continue to I-74
10 min (9.3 mi)

> Follow I-74 and I-73 N to US-220 N/US-29 N/US-70
E/S O Henry Blvd in Greensboro. Take exit 223
from I-85BL N/US-29 N/US-70 E
1 hr 4 min (74.9 mi)

> Continue on US-29 N. Drive to Bryan Park Rd
16 min (11.8 mi)

6275 Bryan Park Rd
Browns Summit, NC 27214



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- ❖ September 26, 2023
 - Leaving September 25th (Monday) afternoon between 3:00 pm – 5:00 pm
 - Driving 30 passenger Minibus

