1. **Call to Order:** Timothy Sampson @ 3:05

2. **Roll Call by Secretary:** Timothy Sampson
   a. **Members Present:** Timothy Sampson, Phyllis Smith, Jamie Oxendine, Paula Cummings, Jasmine McCrae, Daniel Perdue, Penny Oxendine, Kristie Hunt, Rosa Ball
   b. **Members Absent:** Concetta Bullard, Taylor Strickland, Jocelyn Graham, Phillip Bullard, Steven Locklear, Chris Locklear

3. **Approval of Agenda**
   a. 1st Motion: Kristie Hunt
   b. 2nd Motion: Phyllis Smith
   c. Agenda Approved

4. **Reports/Remarks from Guest**
   a. Angela Revels, AVC for Human Resources
      - Welcome to BraveNation: help with recruiting by sharing on social media
      - OHR Time & Leave Reminder: alert reminder to complete timesheet
      - UNC System Initiatives
      - Classification and Compensation Initiatives
      - Realignment of EHRA Classification and Salary Ranges
      - Engagement Survey to go out on March 25, 2024
      - Ginger App has been renamed Headspace Care
      - Review December 2024 & January 2025 to ensure correct payroll deductions
   b. Gabe Eszterhas, VC for Finance and Administration – Not Present

5. **Officer Nominations/Elections**
   a. Vice Chair, 2nd Vice Chair, Secretary, Treasurer and Parliamentarian
      - 1st Vice Chair – remains vacant
      - 2nd Vice Chair – Kristie Hunt
      - Secretary – remains vacant
      - Treasurer – Phyllis Smith
      - Parliamentarian – Penny Oxendine

6. **Chairs Report:** Timothy Sampson
   a. welcomed all new members to Staff Senate
   b. invited all to partake in the meal provided to show appreciation to our Senators

7. **Committee Chair Reports**
   a. **Budget Committee:** Phyllis Smith
      a. very little change in the fund accounts; still waiting for Christmas Ornament sales to fully post
   b. **Publications & Information:** Timothy Sampson
a. website is current, minutes for November 2023 & December 2023 has been added

c. Constitution: Timothy Sampson
   a. committee will be meeting soon

d. Scholarship: Timothy Sampson
   a. total of 3 scholarships given out each year
   b. awarded to undergraduate or graduate students
   c. nominations will open around the end of the month in February 2024

e. Election Committee: Timothy Sampson
   a. several positions remain vacant
      - Academic Affairs (2) positions: 1st Alternate & 2nd Alternate
      - Adv/Chancellor (1) position: 2nd Alternate
      - Finance & Administration (3) positions: Delegate, 1st Alternate & 2nd Alternate
      - Enrollment Management (2) positions: 1st Alternate & 2nd Alternate

f. Employee Recognition: Timothy Sampson
   a. looking to return to presenting an actual Staff Senate Award

g. Human Resources: Timothy Sampson
   a. currently have about fourteen projects that are being discussed and reviewed

h. Health & Wellness: Timothy Sampson
   a. almost 23 Professional Development Training Modules are scheduled to be launched
   b. Health & Wellness will once again be included during Onboarding
   c. booklet is being created

i. Events: Timothy Sampson
   a. February 29th Jail-a-thon

8. Old Business
   a. Senator Appreciation
      a. meal was provided from Sodexo
   b. Jail-a-thon Event
      a. Scheduled February 29, 2024
      b. Charge is $25 per 30 minutes
      c. Bail money must match amount paid to have individual arrested
      d. Phillip Bullard will provide details of location regarding the holding cell
   c. Resolution 004
      a. resolution is to ensure that all Staff/Faculty are treated equally when leaving the university

9. New Business
   a. Resolution 004 Vote
      a. 1st Motion: Kristie Hunt
      b. 2nd Motion: Daniel Perdue
      c. Resolution approved unanimously
   b. Committee Assignments / Chairs
      a. Timothy will send an email to all members requesting that they choose a couple of committees to become involved with.

10. Adjournment @ 3:56

Visiting Faculty/Staff Member on UNCP Campus: No visitors in attendance