

UNIVERSITY of NORTH CAROLINA
PEMBROKE

Meeting Minutes of the Staff Council

May 17, 2016 – 2:00 p.m.
University Center, Room 213

Welcome and Call to Order

The meeting was called to order at 2:00 p.m.

Roll Call

Present: Robert Canida, Mark Hunt, Angela Russell, Valerie Turnmire, Kim Hunt, Annette Straub, Tara Hunt, Gordon Byrd, Christy Poteet, Kay Strickland, Christy Dearden, Tawanna Locklear, Willis Glasgow

Absent: Sharon Blue (resigned), Patti Deese (resigned), Cynthia Oxendine

Approval of May 17th Agenda

Gordon Byrd made a motion to approve the May 17th agenda, the motion was seconded by Mark Hunt and unanimously approved by the council.

Approval of April 19th Minutes

Annette Straub made a motion to approve the April 19th minutes, the motion was seconded by Mark Hunt and unanimously approved by the council.

Treasurer's Report – Kay Strickland

Non-State - \$2,128.15

State - \$521.00

Staff Council Gift - \$1,611.60

Staff Council Scholarships- \$110.30

Mark Hunt made a motion to approve the Treasurer's Report, the motion was seconded by Valerie Turnmire and unanimously approved by the council.

Reports from Administrators

- a. Mr. Carlton Spellman, VC for Finance and Administration: Jenna Freeman presented on behalf of Mr. Spellman and informed the group of the following updates:
 - Announced approval of a new interdisciplinary minor in sustainability for students in the fall 2016.
 - The Bookstore received cuff links as a premium boutique gift option.

- Student Health Services project continues to move forward.
- The contractor (C & C Builders) for the Agent-Chavis house-ROTC has begun the renovation process.
- The South Campus Water System Improvements project is underway.
- SHRA performance management annual appraisal program underway; Evaluations due 5/20/16
- Copier refresh underway.
- Orders for faculty and staff computers are complete. All PC's for labs and classrooms ordered.

The House Budget was rolled out. Board of Governors proposed merit based performance compensation. Governor proposed 3% bonus capped at \$3000. The House proposed a 2% increase and \$500 bonus for permanent employees (BOG flexibility for EHRA bonus).

BOG proposed a 3.2% increase for 16-17 Budget, Governor recommended 3.9% increase and House proposed 1.3% increase for the 16-17 Budget. Final decisions will be made late summer.

b. Ms. Angie Revels, AVC Human Resources:

- The House has proposed a 2% increase and \$500 bonus capped at \$300 for permanent employees.
- Changes to the state health plans; be sure to check out the website for information.
- Remember performance evaluations are due soon, SHRA on 5/20 and EHRA on 6/30.
- Braves Kick Off is scheduled for August 10th; welcome back for ALL employees.
- A question was asked to Ms. Revels regarding secondary employment assignments. Can an SHRA employee work an additional employment assignment? Unfortunately, if a position is subject to overtime (i.e. SHRA), they cannot take on additional employment assignments. However, an EHRA employee (exempt from overtime) may work additional employment hours outside of their normal 40 hours as long as the following apply:
 1. There is no conflict of interest between the secondary employer and UNCP as the primary employer.
 2. The working hours established at UNCP and with the secondary employer do not overlap or prevent the employee from fulfilling assigned duties and responsibilities effectively.

c. Dr. Robin Cummings, Chancellor: Dr. Cummings stressed his sincere appreciation to the staff council and all staff; says his door is always open. He commended SC for the Staff Recognition Awards and liked the way the awards followed the values/mission, communication, collaboration, integrity, accountability, innovation and service.

- Announced the hiring of Jodi Phelps, Executive Director University Communications. Jodi brings more than 15 years of communication, marketing and management experience to UNCP. All communication

should go through Jodi so we keep our story consistent.

- Chancellor Cummings discussed Senate Bill 873 which would lower tuition to \$500 per semester at 5 UNC campuses to include UNCP. Several concerns have been expressed about the financial implications and the potential effect on our value and brand.

In the end, the Chancellor talked of his appreciation once again of the staff, that we are the face of the university and part of the university's success. He said to "remember the values and mission and do your job well".

Former Business

The team building session with Mark Gogal on May 11th was well received. The group of 7-8 in attendance enjoyed the discussion and talked of having a follow-up session.

New Business/Committee Reports

- Employee Recognition:*** Spring bash was a hit! We served 435 people and that is just the ones who checked in. There were about 25 comments placed in the comment box; more than half of the comments were positive which is great especially since we cannot please everyone. The ERC discussed doing away with 2 employee bashes each year and just having 1 big one; nothing is final. Mr. Ben Simmons drew the winning names for the 5 prizes. They are as follows:
 1. Heather Walters, Dr. Dre Beatz
 2. Sharlene Locklear, 25 Block Meals from the Cafeteria.
 3. Karen Miller, GA Football Tickets
 4. GPAC Tickets, Jaquala Lyons
 5. Free Parking Pass, Bari Snyder
- Publication and Information Committee:*** no updates.
- Constitution Committee:*** Mr. Byrd reported the committee met via email; there will be one change (to the title) made to Article X of the constitution and we will add the permanent position of an HR representative to the committee for continuity. Annette Straub made a motion to approve/accept this change, the motion was seconded by Mark Hunt and unanimously approved by the council.
- Personnel Committee:*** Discussion how to submit complaints and where the complaints are sent when submitted online. Also, there are concerns about what exactly this committee does, what has been done, how things are handled, confidentiality issues, etc.
- Election Committee:*** no updates.
- Executive Committee:*** no updates.
- Adverse Weather Committee:*** no updates.

Chair's Report – Robert L. Canida, II

Sharon Blue and Pattie Dees resigned their positions on Staff Council.

Announcements

Ms. Angela Revels introduced Ben Simmons, Director of Workforce Development & Employee Relations.

Adjournment

Meeting adjourned at 3:29pm

Next meeting: Tuesday, June 21, 2016, 2PM in UC 213

Respectfully submitted by,

Tara R. Hunt
Staff Council Secretary