

MINUTES

UNC PEMBROKE STAFF COUNCIL MEETING

Chavis University center – Room 233

January 8, 2002

Call to Order: Ms. Carol Hunt called the meeting to order at 3:10 pm

Roll Call: Cynthia Oxendine, Carol Hunt, Marla Locklear, Gary Strickland,
Members Present: Valarie Deese, Debbie Jacobs, Carolyn Parsons, Melissa Vance, Pecouse Lucas, Mike Oxendine, James Bass, Von Breeden, Janet Taylor, Tony Chavis, Carlene Cummings

Members Absent: Kimberly Locklear, Nancy Starnes, (both excused due to job), Greg Harris

Visitor: Randall Blue

Item I: Election of New Officers

Appointments and elections to the various Staff Council committees are as follows: (note that all the elected were duly nominated and unanimously elected to serve for the year 2002 by the full Staff Council. All Committee Chairs were appointed by the Chair Ms. Carleen Cummings.)

EXECUTIVE COMMITTEE:

Chair:	Carlene Cummings	(Academic Affairs Division)
Vice Chair:	James Bass	(Student Affairs Division)
Chair Elect:	Melissa Vance	(Business Affairs Division)
Secretary/Treasurer:	Von A. Breeden	(Business Affairs Division)
Parliamentarian:	Gary Strickland	(Business Affairs Division)

ELECTION COMMITTEE:

Von Breeden - Chair	Debbie Jacobs	James Bass
Mike Oxendine	Janet Taylor	Cynthia Oxendine

CONSTITUTION COMMITTEE:

Valarie Deese – Chair	Pecouse Lucas	Gary Strickland
James Bass		

PUBLICATION COMMITTEE:

Cynthia Oxendine – Chair	Melissa Vance	Carol Hunt
Carolyn Parsons	Pecouse Lucas	

PERSONNEL COMMITTEE:

Debbie Jacobs - Chair	Marla Locklear	Valarie Deese
Von Breeden	Melissa Vance	Kimberly Locklear

SCHOLARSHIP COMMITTEE:

Kimberly Locklear – Chair	Janet Taylor	Von Breeden
Carlene Cummings	Cynthia Oxendine	Nancy Starnes

BUDGET COMMITTEE:

Carol Hunt – Chair	Von Breeden	Debbie Jacobs
Kimberly Locklear	Marla Locklear	

ERC:

Carolyn Parson – Chair	Melissa Vance	Tony Chavis
Pecouse Lucas	Kimberly Locklear	James Bass
Greg Harris		

Item II: Approval of Minutes

December minutes were approved.

Item III: Treasurer's Report

Action: It was reported by Ms. Marla Locklear that the activity for accounts are as follows:
117089 balance of \$1,991.64 with no activity for the month of December
667003 balance of \$\$2,556.05 with payment \$41.61 to Trophy Shop

Item IV: Committee Reports

Chair suggests that we skip committee reports.

Personnel Committee: Ms. Valarie Deese reported that she has received three (3) complaints referencing reclassifications. Ms. Deese stated she would pass these on to Ms. Debbie Jacobs committee chair.

Item V: Unfinished Business

Supervisor Training - Ms. Cummings asked if the memo concerning Supervisor Training was submitted to the Chancellor by the preceding council. Preceding council members stated submission was delayed until newly elected council members had taken office.

Item VI: New Business

Welcome – Mr. Strickland stated that the Council would like to welcome the newly elected members and Ms. Cummings as Chair.

Roberts Rule of Order – Mr. Strickland stated in the past the council had agreed to operate under an informal manner, but if it became necessary at any time, the council would return to the Roberts rules. Mr. Strickland plans to provide a summary of the rules at the next scheduled meeting.

Charge from Council Chair - Ms. Cummings charged each member to give some thought to the following items by our next meeting.

1. Goals for 2002 – the previous goals can be viewed on the website at <http://www.uncp.edu/council/goals/index.htm>

2. Review Constitution and offer suggestions concerning amendments to provide enhancements.
3. Constitution states that meeting dates are scheduled for 1st Tuesday in each month at 3:00. Is this day and time convenient for members?
4. Attendance policy for council members.

Reminders - Mr. Randall Blue reminded the council that the following council members represented the council on other committee's through out the University.

1. Time and Leave – Valarie Deese
2. UNCP Board of Trustees meetings – Carol Hunt (to attend the 2nd and 3rd meeting of the board)
3. In Range Review – Debbie Jacobs
4. Planning Committee – Mike Oxendine (Pecouse Lucas to contact Dr. Cabe on meeting times and representation needed from the staff council)

Announcements

Valarie thanked the committee for support in raising funds for Ms. Teresa Walters. The faculty and staff raised \$710.00 that was given to Ms. Walters's family to help with funeral arrangements.

Next Meeting

Tuesday, February 5, 2002, at 3:00 p.m. in Room 233, Chavis University Center.

Adjournment: 4:20 p.m.

Respectfully submitted,

Von A. Breeden
Secretary/Treasurer