



AGENDA

Wednesday December 4, 2024

3:00 PM

University Center Room 213

1. Call to Order: Timothy Sampson @ 3:01

2. Roll Call by Secretary: Phyllis Smith for Concetta Bullard

- a. Members Present: Timothy Sampson, Phyllis Smith, Jamie Oxendine, Taylor Strickland, Francine Cummings, Paula Cummings, Steven Locklear, Chris Locklear, Paige Boone, Penny Oxendine, Kristie Hunt
- b. Members Absent: Concetta Bullard, Jasmine McCrae, Daniel Perdue, Rosa Ball, Sharon Blue

3. Approval of Agenda: Timothy Sampson

- a. 1st Motion: Taylor Strickland
- b. 2nd Motion: Paula Cummings
- c. Agenda Approved

4. Reports/Remarks from Liason**

- a. Angela Revels, AVC for Human Resources
 - i. Mentioned the lighting of Old Main that was held on November 28th,
 - ii. Stated that there are currently about 50 career opportunities available on UNCP website.
 - iii. Discussed the new leave policy that will be effective as of January 1, 2025
 1. No longer Annual Leave
 - iv. Discussed the holiday schedule for winter break
 1. Veterans Day is a floating holiday and will be observed on December 27th, unless other arrangements are made
 2. December 30th & 31st must be coded as leave time.
 3. January 1st will be coded as a scheduled holiday
 - v. Informed us of Governor Cooper's newly released Executive Order
 1. Which provides forty (40) hours of paid Bereavement Leave following the loss of an immediate family member; per each incident of death
 2. In addition, it provides paid leave for travel to and from a funeral or other memorial event; but time allotted can't exceed eight (8) hours

5. Chairs Report: Timothy Sampson

- a. Discussed briefly that new members will be added to Staff Senate in January 2025 and that some existing members will be rolling off the roster.
- b. Indicated that 9 projects have been completed
- c. Stated that the UNC Staff Assembly Meeting which was held on November 7-8, 2024 at UNC School of the Arts and was very successful
 - i. He, Timothy Sampson, was recognized for receiving the Erskine B. Bowles Staff Award
 - ii. President Hans was present to announce the new Bereavement Leave Policy that will be implemented due to UNC Staff Assembly efforts and passed resolution back in March.

6. Committee Chair Reports

- a. Budget Committee: Phyllis Smith
 - i. State Fund has balance of \$788 ~ No Change
 - ii. Non-State Fund currently has balance of \$7,674.12
 1. Sales from U-Store currently total \$301

- b. Publications & Information: Timothy Sampson
 - i. No updates
 - ii. New Intranet website is set to launch in January 2025
- c. Constitution: Taylor Strickland
 - i. No Updates
- d. Scholarship: Timothy Sampson
 - i. No updates
- e. Election Committee: Timothy Sampson
 - i. New members have been announced
 - ii. And will be present at January 2025 meeting
- f. Employee Recognition: Paula Cummings & Timothy Sampson
 - i. Employee of the Year Signage
 - 1. Timothy had the new signs on-hand at the meeting
 - ii. Sub-committee met yesterday to review the candidate pool
 - iii. Paula indicated that submissions for nominations were very low this year and hopes to see an increase for 2026
- g. Human Resources: Kristie Hunt
 - i. QR Codes have been added to flyers and flyers have been laminated which will be placed in buildings and other locations across campus
 - ii. Transition Period Project is still ongoing
 - 1. No school within in the UNC System currently has a transition period
 - 2. NC State only has readily available resources
 - iii. Currently looking at charges that are being questioned by Staff that reflect on their billing statements when they have completed a Tuition Waiver
- h. Health & Wellness: Jamie Oxendine
 - i. Safety & Accessibility Walk scheduled for November 19th was cancelled due to weather
 - 1. Will hold sub-committee meeting in December and plan to reschedule
 - ii. Headspace Care Training for supervisor's were held on November 11th
 - 1. Campus-wide training will be held on campus on January 8, 2025
 - 2. Angela Revels suggested that Nicole Snipes should be included to help with the training sessions
 - iii. SECU Financial Wellness was held on November 22nd
 - 1. Sixteen (16) individuals attended the meeting
 - 2. Would like to have another Financial Wellness meeting in January to discuss retirement
- i. Events: Timothy Sampson
 - i. Made us aware that Jasmine McCrae has transitioned from a SHRA position to a temp position and based on constitution is no longer able to serve on the Senate. A new chair of Events committee will be named.
 - ii. Both fundraisers have been launched
 - 1. Christmas ornaments are \$7 each
 - 2. You've Been Mugged \$5 each

7. Old Business

- a. Memorial Cards for Staff: Phyllis Smith
 - i. Members agreed to place minimum order of 25 cards and envelopes through PrintServices
- b. Jacobs Hall Traffic Pattern: Timothy Sampson for Sharon Blue
 - i. Will be completed while campus is closed during winter break
- c. Committee Meeting Changes
 - i. Timothy Sampson made a motion that in 2025, all sub-committee meetings will be held the day before Senate Meetings.
 - 1. 2nd Motion: Steven Locklear
 - 2. Motion Approved
 - Taylor Strickland to make changes to the constitution

- d. Chancellor's Cup Golf Tournament Results
 - i. Was a huge success; profiting over \$97K that will allow the issuing of more scholarships
- e. Employee of the Month Nomination Discussions
 - i. Francine Cummings made a motion that individuals who did not have one (1) year of employment with the university should not be able to be nominated as Employee of the Month.
 - 1. 2nd Motion: Steven Locklear
 - 2. Motion Approved

8. New Business

- a. Senate Meetings Discussion / Committee Discussions
 - i. Timothy Sampson made a motion to increase Staff Senate meetings to one and a half hour (1 ½ hour)
 - 1. 2nd Motion: Paula Cummings
 - 2. Motion Approved
 - ii. Time change will be effective at January 2025 meeting
- b. Senate Membership Conversations
- c. Family Day 2025
 - i. An email will go out across campus informing faculty and staff that there will not be a holiday social this year
 - ii. Instead there will be a Family Day scheduled in the Spring 2025
- d. Good for the Order or Senator's Corner
 - i. Open Floor session ~ allowing members to bring issues to the group that have arisen during the month

9. Adjournment @ 4:05

Visiting Faculty/Staff Member on UNCP Campus: Camera Crew from PBS

****Note: Guests are limited to 3 minutes for comments**