

Fayetteville State University
Staff Senate Meeting
J.C. Jones Boardroom – 2nd Floor, Charles Chesnutt Library
Thursday, April 21, 2016

Minutes

Attendance: Patricia G. Flanigan, Velappan Velappan, Suzetta Perkins, Cindia Wetherwax, Roni Stearns, Sandra Woodard, Sandra Smith, Linda Saunders, Michelle Saunders, Sandra Hughes, Monique Alexander, Natasha Walker, Diana Anthony, Xenia Lopez, Keith Townsend, Maggie Chan, and Teresa Griffin. Dr. Perry Massey for Dr. Young

Call to Order: The meeting was called to order at 2:06 p.m. by President Patricia Flanigan.

The Agenda for the meeting was presented and adopted.

The minutes from March's meeting were presented; however, there were corrections that needed to be made. The minutes were accepted with the necessary corrections to be made.

Dr. Perry Massey, (Stand-in for Dr. Jon Young, Provost & VC for Academic Affairs) –

- a. Thanks for what is done as staff.
- b. There are many things deflected that staff deal with and it is appreciated.

Committee Reports –

- a. **Election Committee** – Reported by Senator Velappan Velappan.
 - Election will be from four (4) Divisions: Academic Affairs, Business and Finance, Student Affairs, and the Chancellor's Office.
 - Communications have been sent out. Please let committee members know if you have not received emails.
 - Michelle Saunders is a new Senator until June 2016
 - Executive Officers Election will be held during the May meeting.
 - Current and New Senators transition meeting will be held in June.
- b. **Mr. & Ms. Staff** – Ms. Michelle Saunders reported that there were no nominees and for Senate to spread the word throughout their departments.
 - Nominee names and a photo need to be submitted. Nominees will be cross-referenced with Human Resources.
 - May 4th the competition will be held in the lobby area of the Student Center from 11:00a-2:00p.
- c. **Publications Committee** - Senator Suzetta Perkins reported that the committee met and discussed what would go into the next issue of the newsletter. Suggested topics

- include the recipient of the J.B Royster Scholarship (Ms. Carlitta Moore), the Food Drive, Library Week, Employee Appreciation Week, and Mr. & Ms. Staff Senate.
- The publication will go to press in May to cover graduation & Employee Appreciation Week
- d. **Events Planning Committee** – Reported by Senator Sandra Hughes.
- Pricing needed for chicken. It was suggested \$5 for cost cut instead of \$7.25/plate. Awaiting confirmation from Aramark.
 - Senator Hughes reported that she will speak with the owner of the University Dollar Store about sponsoring ice cream for the Ice Cream Social. Each employee would receive a ticket for their ice cream.
 - The theme of the Staff Appreciation Luncheon is “Summer Time”. Terra Poole has summer colors and flowers and plans to coordinate the centerpieces and table décor.
 - The committee is expecting the following vendors for Health and Wellness Day: Walgreens, CORN, Cape Fear Valley, Edible Arrangements (awaiting confirmation), Dial Dentistry, Fayetteville Police Department, and Sickle Cell Agency. Four vendors confirmed.
 - The committee will check to see if Senator Rodney McCrowre can get the rock climbing company information for Health and Wellness Day
 - Out of \$3500 from Chancellor Anderson, the hospitality mugs (\$331.59); the Student Center for luncheon (\$465.00) equaled \$769.59. The remaining balance from \$3500 is \$2703.41.
- e. **Employee of the Year Committee**- Reported by Senator Roni D. Stearns. The Staff Senate is now in collaboration with Human Resources to present FSU Awards for Excellence.
- The nomination committee meeting was reported to be held on April 22nd to process nomination packets and select recipient of the awards.

President’s Report – Ms. Patricia Flanigan.

- a. Decline in meeting attendance is a reoccurring problem. Please call or email with intentions of not being able to make the meeting and send a proxy.
- b. Since we represent the campus body of EHRA/SHRA and we are elected officials, let us represent those who put us in office.
- c. There is a standard letter for those who miss meetings. What is done now makes a difference to those we serve.
- d. We need to vote on different things but we must have a quorum. Alternates/proxies cannot vote. It is only fair that alternates/proxies move up to the position of Senator if the current Senator is not following through.

President's Report – Ms. Patricia Flanigan (cont...)

- e. We do not want to be audited because things are not done properly with the Staff Senate Grant. The Staff Senate Grant has been suspended. It will be a topic at the Executive Meeting.
- f. Everything discussed in the Executive Committee will be brought back to the body for the vote.

Old Business –

- a. Senator Michelle Saunders reported that the Systel is sponsoring \$1500 towards the Golf Tournament. Confirmation from Aramark is pending. Ben Minter from Institutional Advancement contributing a bigger basket. FSU Fire Department cannot donate out.
- b. The partnership with Officer Thomas, “We Are the Victims” to be held April 28th at 6:30 in the library.

Adjournment - The meeting was adjourned at 3:15 p.m.

Roni D. Stearns
Acting Secretary, Staff Senate