

FAYETTEVILLE STATE UNIVERSITY

MINUTES

STAFF SENATE MEETING

J.C. Jones Board Room, 2<sup>nd</sup> Floor, Charles Chesnutt Library

Thursday, September 19, 2019

2:00 p.m.

The FSU Staff Senate convened on Thursday, September 19, 2019 at 2:00 p.m. in the J.C. Jones Board Room, in the Charles Chesnutt Library. President Patricia Flanigan called the meeting to order.

**ATTENDANCE**

The following were in attendance: N/A

**MINUTES**

The minutes for the August 2019 Staff Senate meeting were approved.

**PRESIDENT'S REPORT**

President Flanigan discussed the J.B. Royster scholarship and encouraged the body to apply when it is sent through email. The scholarship can be used for educational/professional certifications, etc.

President Flanigan explained the history of the Staff Assembly and its importance across the UNC System. FSU has four representatives currently serving: three (3) delegates and one executive officer. Please let our reps know any information that can benefit the entire campus. The Parental Leave that recently passed was a part of the Staff Assembly's tireless efforts.

Chancellor Valentine would like to meet with the Executive Officers. Details are forthcoming.

President Flanigan address the bi-weekly pay concerns with Payroll Manager, Seneva Miles, and was informed that Shared Services does not allow us to process bi-weekly pay. Research into other campuses that use Shared Services is underway.

Volunteers are needed for the Homecoming Parade. Nicholle Young and Roni Stearns volunteered to be added to the committee.

Mr. & Ms. Staff: For Homecoming, a car could not be secured due to the budget. Ben Minter will secure a convertible car. We have signage for the car already. We will have

our parade entry in no later than tomorrow, 9/20/19. Mr. Gary Warren is making the signs for \$15/sign.

**Budget:** We have a projected budget for this year. We are in the hole by \$215 because something came out of the budget that should not have (travel). There is currently \$976 in our account. There are plans to ask Chancellor for \$15,000 this year which will help cover travel to attend various meetings. Only \$650 is allotted at this time. There are still issues with the budget from last year. Currently under investigation.

Group pictures for the website will be forthcoming.

Membership Coordinator position has been accepted by Mallonee Clay for the next two years. A motion was needed and was carried by Tammiika Frowner; seconded by Velappan Velappan.

**Committee Sign-Ups:** Problems with meetings are present. A new chair is needed for the Homecoming Committee.

## **COMMITTEE REPORTS**

**Treasurer's Report:** Established a budget for \$10,000 but need \$15,000 because of other things needed. Don't have breakdown right now but funds are allocated in specific areas.

**Hospitality Committee:** Requested a \$1,600 budget. President Flanigan stated that we do want to do fundraisers. Want funds handled differently this year. Moody, Flanigan, and Frowner all work closely to view the budget bi-weekly and need a report monthly to report to the Senate. When counting money another Senator needs to help count. There is a protocol to collect money for Mr. & Ms. Staff that has not been followed. We need to have Clanton Johnson on site. We will have a receipt book on site to give to those donating. Will accept donations to help support hospitality. Need to update by-laws concerning depositing funds. Currently the by-laws states 48 hours. Want to change deposit time to 24 hours after collection of funds.

**Events Planning Committee:** Tamika Jones reported possible themes for May, dates, guest speaker, shirts (purchase individually). Fundraiser ideas include silent auction, flea market on campus where people purchase a table. Not sure of the guideline for selling items on campus. Theme: Harlem Nights; want to do guest speaker (Eddie Murphy) Thinking about Comedian Affion Crockett who is an alum. Mr. Hodges has a friend who is a cousin of Eddie Murphy. He will reach out to him. Want to have events May 18<sup>th</sup>-21<sup>st</sup>. Order of events will change Monday- Ice Cream Social; Tuesday- Health & Lifestyles (Wellness) Day; Wednesday- Chicken & Waffles.

Facilities will be honored this year. It is a goal to have special seating in the first row for them and a menu from Aramark to fit the theme.

Dates for the Golf Tournament are not known yet so Senator Velappan suggested not having events the same week.

All fundraisers are on hold until account balance is cleared. Jones will get a mockup of the shirt from distributor and will send to Senate. Mallonee Clay suggested a Chipotle fundraiser. President Flanigan will ask Legal about placing a promo on the National Alumni page.

**Website Committee:** We are looking at the sites of other campuses. There are materials on flash drives. Help is needed exporting to the website. Lamar Battle will assist. We want information to be available for SACs purposes.

**The Publications/Communications Committee:** Newsletter will be a special edition before the next one comes out. President Flanigan stated La'won Williams will assist.

#### **NEW BUSINESS:**

**Erskin Bowles Service Awards:** Velappan Velappan announced the information is forthcoming. Will send out. OMBUVS is available in assisting staff in how to move forward in positions and how to talk to HR. Can request to have an OMBUVS location on campus

Ms. Clay reported that last year we collected water which went on for over a month. Met with Nicholle Young to deliver water. This snowballed others to start donating and a generous young man assisted and collected over \$300. We would like to present him with a certificate or letter of thanks. Tonya D. Williams suggested inviting him to Staff Appreciation.

The next meeting is scheduled for Thursday, October 17, 2019

The meeting was adjourned.