

Fayetteville State University
Staff Senate Meeting
J.C. Jones Boardroom – 2nd Floor, Charles Chesnutt Library
Thursday, April 16, 2015

Minutes

Attendance: Patricia Flanigan, Sandra Hughes, Velappan Velappan, Denice Ferguson, Cindy Wetherwax, Jan-Jee Wells, Tamara Taylor, Claudette Fuller, Shunta' Hailey, Natasha Walker, Rodney McCrowre, Jackie Harris, Suzetta Perkins, Victoria Ratliff, India Sawyer, Maggie Chan, Linda Saunders, Teresa Griffin, Byron, Riddick, Terra Poole, Keith Townsend, and Xenia Lopez.

Call to Order: The meeting was called to order at 2:05 p.m. by President Patricia Flanigan.

The Agenda for the meeting was approved.

President Flanigan distributed four (4) tickets donated by Institutional Advancement for the 7th Annual Masquerade Dancing with the Stars Ball.

Denise Brown-Hart, AVC-HR - Ms. Brown-Hart reported, she met with President Flanigan in regards to the service award. She also reminded those employees who are working flex schedule this summer; they will need to work their regular schedule during the weeks with the 2 holidays (Memorial Day and Independence Day).

President's Report – Patricia Flanigan

1. During President Flanigan and Vice President Velappan Velappan monthly meeting with Dr. Conway, they were informed that the administration will provide to the Staff Senate a budget of \$3,500. Along with the budget, the setting up of Capel for the Staff Appreciation Luncheon will also be paid by the administration, per Dr. Conway.
2. Senator Byron Riddick reported the golf tournament raised over \$52,000 of which \$46,000 will go towards scholarships for staff employees. Applications will be sent out in the fall to all 17 schools and will be located on the UNC Staff Assembly website.
3. While at the golf tournament, President Flanigan and the other FSU delegates had the opportunity to meet with Mr. Matthew Brody who is the Vice President of Human Resources for the 17 UNC schools. Also in attendance from FSU was Mr. Ben Simmons, HR Assistant Director.
4. It was reported that a representative from the Staff Assembly will be on the committee to select the next UNC President.

Employee of the Year (EOY) – Mr. Keith Townsend was selected to chair the committee to select the 2015 EOY. Other members of the committee are Senators Suzetta Perkins, Sandra Hughes, Velappan Velappan, Tamara Taylor and Xenia Lopez.

Staff Appreciation Week – Senator Tonya Williams, Committee Chair, reported the following:

1. **Health & Wellness Day (Monday, May 11th):** Capel has been reserved as the venue for this event. There will be a total of 12 vendors which have been confirmed. There will be a total of 25 students as volunteers. Senator Rodney McCrowre reported campus police has been contacted for the vendors parking permits. Ms. Cindy Wetherwax reminded of the need to ensure safety is in place. The Committee has obtained a 'waiver of liability' from Legal Affairs.
2. **Staff Appreciation Luncheon (Thursday, May 14th):** Senator Williams will contact Dr. Hainey to find out what is the cost to have the luncheon in the multi-purpose room in the student center instead of Capel. The committee plan to purchase "I Make the Difference" white t-shirts with one color print for an estimated cost of \$1,300. The t-shirts will be distributed during Health & Wellness Day to all employees. The intent is for the staff to wear their shirts at Thursday's luncheon. A vote was made and passed, for the Staff Senate to purchase the "I Make the Difference" t-shirt in blue. A reminder was made to forward pictures from each area to Senator Velappan. The pictures will be featured during the luncheon. Ms. Terra Poole will be in charge of the decorations and centerpieces.

Committee Reports –

1. **Election Committee** – Senator Velappan informed by now, all should receive a notification from blackboard with the announcement of the election for new senators. All departments, with the exception of Business & Finance, have senators up for election. The number of senators for the Chancellor's Office will increase to five due to Campus Police now being under that office. Business & Finance will still have 6 senators for that area.
2. Senator Lopez stated she would like the Staff Senate to consider recognizing all the contestants who participated in the Mr. & Ms. Staff contest during the Staff Appreciation Luncheon.
3. Ms. Poole volunteered to represent the Staff Senate on the staff recognition committee for selecting the service award of excellence winner.
4. **Hospitality Committee** – Senator McCrowre informed the latest minutes are located on the S: drive.
5. President Flanigan reported Senator Seneva Miles, along with an ad-hoc committee, are working on revising the By-Laws.

6. Ms. Wetherwax informed that the emergency drill schedule can be found on the emergency management website.

Adjournment – The meeting was adjourned at 3:36.

Xenia López
Secretary, Staff Senate