

Fayetteville State University
Staff Senate Meeting
J.C. Jones Boardroom – 2nd Floor, Charles Chesnutt Library
Thursday, September 17, 2015

Minutes

Attendance: Patricia Flanigan, Diana Anthony, Michelle Saunders, Seneva Miles, Cassandra Jenkins, Nicholle Young, Kamelle Thomas, Claudette Fuller, Cindy Wetherwax, Tammy Owens, Latasha Jones, Roni Stearns, Monique Alexander, Keith Townsend, Velappan Velappan, Theresa Griffin and Xenia Lopez.

Call to Order: The meeting was called to order at 2:06 p.m. by President Patricia Flanigan. She reminded all to sign the attendance sheet.

The Agenda for the meeting was presented and was accepted.

The minutes of the last meeting were read and approved.

President Flanigan welcomed Mr. Bill Simmons the interim AVC for HR and Officer Kamille Thomas from campus police.

Mr. Ben Simmons – Interim AVC for HR –

1. Mr. Simmons stated he looks forward to working with the Staff Senate for the improvement of staff employees at FSU. He requested anyone who has policy related questions to please contact his office.
2. Employees will receive a one-time \$750 bonus in December.
3. Senator Diana Anthony asked if the pay raise based on tuition will apply to staff employees. Mr. Simmons will look into this.
4. Senator Cindy Wetherwax inquired if there were any updates on the Adverse Weather Policy. Mr. Simmons replied none; however, he will keep the senate updated.
5. President Flanigan stated she hopes to meet with him on a monthly basis as was done in the past with other AVC-HR.

Office Kamille Thomas – Police and Public Safety

1. Officer Thomas stated the office of campus police and public safety is always looking to educate the community on better methods on protecting themselves.
2. She briefed on RAD which involves assisting women on safety measures they can take if they are attacked/abducted or raped. Officer Thomas presented a proposal for the Staff Senate in partnering with public safety to sponsor a domestic abuse awareness event. She will forward a powerpoint presentation to President Flanigan for consideration.
3. All were invited to visit the public safety facebook page to learn more about what the office is doing.

President's Report – Ms. Patricia Flanigan

1. **Annual Report** - President Flanigan passed around the Annual Report with the goals and accomplishments completed by the Staff Senate for 2014. A copy will be emailed to all.

2. **J.B. Royster Scholarship** - She reminded all of the J.B. Royster scholarship. She also informed of the SEANC and SEC who also offer scholarships for staff employees.
3. **By-Laws Completion by December 2015** - Revision of the By-Laws should be completed soon. Senator Seneva Miles, the committee chair, stated she will schedule a meeting to meet with members.
4. **Set-Up Committees** - A decision was made for all committees to meet to select the new chair, vice chair and secretary. President Flanigan requested each committee to meet next week. Senator Xenia Lopez will forward the list of each committee's members to the current chairs.
5. Senator Miles accepted the position to serve as the chair of the membership committee.
6. **Community Service Activities** –
 - a. President Flanigan stated she spoke with the principal of Ferguson Easley Elementary School. The program is to adopt-a-school and entails a back pack program by donating school supplies. Nicholle Young, Tammy Owens and Michelle Saunders will assist with requesting from various events how to promote the program.
 - b. Senator Cassandra Jenkins will forward information in regards to the Feed the Hunger Stand down once she receives information.
 - c. The Staff Senate will again sponsor the Second Harvest Food Bank in February 2016.

Old Business -

Staff Senate Grant Award – Senator Lopez reported on the status of the grant award. A total of 16 senators voted in favor of offering a grant instead of a scholarship. The legal office gave the 'ok' on paperwork presented. A post office box has been established for receiving all applications. The criteria and application will be announced campus-wide next week with application deadline of October 30. Two awards (\$250 each) will be awarded for the spring semester. Recipient names will be announced via campus-wide email and also at the Chancellor's Christmas party.

New Business –

1. Ms. Michelle Saunders will chair the poinsettia sale committee this year. Senator Anthony volunteered to assist. President Flanigan stated there are limitations as to what can be done with funds provided by the Chancellor, and therefore, the need for the poinsettia sale in order to offset the things we cannot do with funds received from the Chancellor.
2. Mr. & Ms. Staff will be coordinated again this year by Senator Lopez. Discussion made as to whether to rent a car for Mr. & Ms. Staff's participation in the homecoming parade.
3. Ms. LaTasha Jones passed around a copy of a newsletter that was published by the Staff Senate a few years ago. The idea is for the current Publications Committee to develop a weekly or monthly newsletter for the senate.
4. Senator Wetherwax informed the annual Safety and Health Fair will be held October 6 from 11:00am until 2:00pm at the student center.

Adjourn - The meeting was adjourned at 3:10 p.m.

Xenia López
Secretary, Staff Senate