

FAYETTEVILLE STATE UNIVERSITY

MINUTES

STAFF SENATE MEETING

J.C. Jones Board Room, 2nd Floor, Charles Chesnutt Library

Thursday, March 15, 2018

2:00 p.m.

The FSU Staff Senate convened on Thursday, March 15, 2018, at 2:00 p.m. in the J.C. Jones Board Room, in the Charles Chesnutt Library. President Velappan Velappan called the meeting to order at 2:10 p.m.

ATTENDANCE

The following were in attendance: Suzetta Perkins, Velappan Velappan, Gloria Mills, Arnescia Moody, Patricia Flanigan, Linda Saunders, Tammika Frowner, Sandra Hughes, Roni Stearns, Winette Vann, Nicholle Young, Monique Alexander, and Michelle Saunders.

MINUTES

Senator Sandra Hughes made a motion to approve the minutes of the January 19, 2018 meeting. Senator Arnescia Moody seconded the motion. The motion carried. Senator Hughes made a motion to approve the minutes of the February 15, 2018 meeting. Senator Linda Saunders seconded the motion. The motion carried.

DR. JON YOUNG

Dr. Jon Young, Vice Chancellor and Chief of Staff, shared that Fayetteville State University (FSU) had a good response rate in completing the Employee Engagement Survey. He is still waiting for feedback from the UNC System Office. There has also been a lot of discussion about safety issues, in light of the school shooting in Florida. Dr. Young stated that the Emergency Response Committee is working on an active-shooter activity slated sometime in the near future. Dr. Young also reminded the Senate to complete the ITTS security compliance training.

The schedule for April is busy. On April 3, there will be a ceremony for the opening of the Time Capsule that was buried twenty-five years ago. On April 5 is Founders Day. Henry Louis Gates will be our guest speaker. On April 9, UNC System President, Margaret Spellings will give a State of the University message at the Special Operations Museum in downtown Fayetteville. The first part of her speech will consist of the state of the UNC System, while the second half will be about FSU.

Dr. Young stated that he is working with our leadership team on the Employee Appreciation, to include the budget. He will follow up as soon as he has word. In final,

Dr. Young spoke about the mental health and first-aid program being offered on campus. It's an effort to have people trained to assist those who may be in need. Dr. Young encouraged the members to sign-up for this worthwhile program.

PRESIDENT'S REPORT

President Velappan reiterated the information Dr. Young provided on the Employment Engagement Survey. Founders Day is April 5th. Mr. Ben Minter who is the events director, would like six volunteers from the Senate. Senators Linda Saunders and Patricia Flanigan signed up. Four more are needed. As well, President Velappan stated that on May 16, 2018, is the Chancellor's Cup Golf Tournament. Vice President Moody and Senator Michelle Saunders are heading up the committee. They need as many volunteers as possible to help them on that day.

Senator Natasha Walker was absent and unable to give us a budget update. However, the last time Mr. Velappan spoke with her, the Senate had a balance of approximately \$6,925, which was left over from the previous year.

Senator Walker will be chairing the Mr. and Ms. Staff event again. She's presently updating the flyers that will go out. The event will take place on April 30th from 10 a.m. to 2 p.m.

Officer Kamille Thomas will facilitate a Physical Self Defense Program on campus, April 10th. It will be for women only. Senator Patricia Flanigan will work with her.

Financial Wellness Week will take place on campus May 21 – 25. The benefits department in Human Resources will facilitate. Senator Sandra Hughes will work with them.

Music mogul Ricky Dillard and choir will perform at the Seabrook Auditorium this Saturday. This event is part of the Seabrook Performance Series. Senator Michelle Saunders needs volunteers to work. Volunteers will white tops and black bottoms.

Senator Tammiika Frowner will serve as the new FSU alternate to the UNC Staff Assembly. The next meeting will be held March 26-27, 2018 in Chapel Hill.

President Velappan stated that he'd like to have a gavel ceremony for the current and past Staff Senate presidents and past Mr. and Ms. Staff at the Staff Appreciation luncheon in May.

The ByLaws Committee have proposed new changes to the ByLaws. Senator Patricia Flanigan shared those changes.

1. Updated Employee Specification Change
 - a. Changed SPA to SHRA
 - b. Changed EPA to EHRA

2. Page 7, Changed terms for Executive Officers
 - a. Change Executive Officers term from one (1) to two (2) years
 - b. Chair-elect will serve one-year term during the second year of the office
3. Page 12 – Authorization to create/approve requisitions and financial transactions
 - a. Treasurer and President are authorized to create requisitions and financial transactions
 - b. The Vice President is authorized to approve requisitions and financial transactions
4. Page 16 – Education Committee (10.2)
 - a. All proceeds from the annual Mr. & Ms. Staff fundraiser will go to fund the Staff Educational Grant

All proceeds from the annual Chancellor's Golf Tournament will go to fund the Staff Educational Grant.

Senator Suzetta Perkins made a motion to approve the changes to the ByLaws. Senator Arnescia Moody seconded the motion. *The motion carried.*

Senator Roni Stearns announced that the deadline for the submission of applications for the Award for Excellence is tomorrow. She stated that the committee has received a good pool of applicants. President Velappan asked if a decision had been made to increase the number of Staff Senate members on the committee. Senator Stearns said that a decision had not yet been made. Dr. Jon Young would verify. The Senate's request is for two Staff Senate senators to be on the committee.

Senator Gloria Mills updated the Senate on the Backpack Buddies program. She stated that a memo went out regarding the program and barrels were placed throughout campus to collect donated items. The deadline to submit items for the program has been extended to April 8. Donations are given to the school by volunteers and put into two-gallon plastic bags. The FSU Staff Senate is partnering with Ferguson Easley Elementary School on this project.

COMMITTEE REPORTS

Events Planning Committee – Senator Sandra Hughes stated the fundraiser at Buffalo Wild Wings will take place, Monday, March 19th at 6 p.m. She asked that everyone who can to come out and support this event. Some of the proceeds will come back to the Staff Senate.

Hospitality – Senator Tammika Frowner stated that she recently purchased key chains to give new employees when they process in. Senator Linda Saunders spoke about purchasing Snapdragon seeds for former Senator Kevin Davis, who worked Facilities Maintenance and recently passed away. There was a call out to the campus community to donate flower seeds on behalf of Kevin; the donations would be used to plant a flower garden in his name. He loved making the campus look lively with his gift of flower beautification.

Election Committee – President Velappan stated the committee met and went over the roster. Elections will begin soon.

Other Business – Since the Senate now had a quorum, the minutes for both January and February were put up for approval. Senator Sandra Hughes entertained a motion to approve the minutes for the January 18, 2018 meeting. Senator Arneschia Moody seconded the motion. *The motion carried.* Senator Sandra Hughes entertained a motion to approve the minutes for the February 15, 2018 meeting. Senator Linda Saunders seconded the motion. *The motion carried.*

Senator Gloria Mills stated that she would like to join the ByLaws Committee. She was accepted with a nod of the chairs head.

The next meeting of the Staff Senate is April 19, 2018. We will meet in May and on June 21st. There will no meeting in July

ADJOURNMENT

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