

# FAYETTEVILLE STATE UNIVERSITY

## MINUTES

### STAFF SENATE MEETING

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

Thursday, December 21, 2017

2:00 p.m.

The FSU Staff Senate convened on Thursday, December 21, 2017, at 2:00 p.m. in the J.C. Jones Board Room, in the Charles Chesnutt Library. President Vilappan Vilappan called the meeting to order at 2:08 p.m.

### **ATTENDANCE**

The following were in attendance: Velappan Velappan, Briana Murrell, Gloria Mills, Nicholle Young, Arnescia Moody, Patricia Flanigan, Suzetta Perkins, Dwane T. Hodges, Tammika Frowner, Monique Alexander, Keith Townsend, Sandra Hughes, and Roni D. Stearns.

### **MINUTES**

Minutes of the November 16, 2017 meeting could not be approved, as there wasn't a quorum. However, President Vilappan noted that in the text of the minutes regarding the number of computers available for the computer program, it should be noted that in his conversation with Mr. Nick Ganesan, VC for ITTS, that there are only two computers available instead of three.

### **PRESIDENT'S REPORT**

President Vilappan stated that the poinsettia fund raiser was not held this year due to a late start in getting the flyers approved and in getting the word out. In speaking with Senator Michelle Saunders, she would like to do another project in February, surrounding Valentine's Day. Dr. Young has already given his approval.

The Education Grant in the amount of \$250.00 was presented to Mrs. Ann Zomerfeld, who works in the Chancellor's Office, during the Chancellor's Christmas Party. As a recipient of the grant, Mrs. Zomerfeld attended the Staff Senate Meeting and thanked the Senate for the vote of confidence. It was stated that her resume and application was remarkable.

New Community Service Projects – Senator Gloria Mills introduced a community service project. The program is entitled "Backpack Buddies" and will be in full gear February 2018. A social worker at Pauline Jones Elementary School started the program in 2006 with a grant she received from United Way. The FSU Staff Senate is partnering with Ferguson Easley Elementary School on this project.

The program consists of nutrition packages that are given to underprivileged students on Fridays for their use during the weekend. Donations are given to the school by volunteers and put into two-gallon plastic bags. The items may consist of canned goods, crackers, cereal, milk, juices, toiletries, but no nut products. Senator Mills would like to begin the program at FSU in the month of February. She will send out notices. The main mission is to provide nutritious foods for underprivileged children. Thirty to 35 students are on the waiting list. Senator Mills would like all Staff Senate members to bring donations to the next Staff Senate meeting on January 18. This meeting will be devoted to packaging the items.

Budget Update – Treasurer, Natasha Walker, was absent and, therefore, unable to provide an update.

## **COMMITTEE REPORTS**

**Grant Application Committee** – Senator Keith Townsend, Chair, stated that the Grant application needs to be revamped. One of the changes will include a section on professional development, while there was discussion on changing the GPA requirement. It was proposed that there would be two separate applications and awards – one that will award an employee who is in a degree seeking program and the other a certificate program. This gives an opportunity for those employees who aren't in a degree program to apply for something lesser.

Other discussions concerned the storage of the applications once they are no longer needed. Senator Nichole Young stated that the applications could be housed in the archives and would be safe. At the next employee appreciation luncheon slated for May 2018, the committee will give two grant stipends. Senator Townsend thanked everyone for their support.

**Hospitality** – Senator Tamiika Frowner, Chair, thanked everyone for their donations in support of our meal in November. President Velappan thanked Tamiika for helping out with the website.

**Communications Committee** – Senator Suzetta Perkins, Chair, met with the Communications Committee. A newsletter hasn't been published in the past six months, and it was decided that the Committee would put out a Special Edition of the newsletter, to be published in January of the new year. The Committee will come together in early January and review the articles that we want to publish to include the President's Report, the Mr. and Ms. Staff Competition, the 2017 Employee Appreciation Lunch, the 2017 Community Homeless & Hunger Stand Down, new hires, etc.

**Events Planning Committee** – Due to shortage of personnel in her area, Chair, Senator Sandra Hughes stated that the Events Planning Committee meeting was cancelled this month. She did, however, bring us up-to-date on some action items that were completed. The Senate has secured \$10,000 in funding for the employee

appreciation. Senator Hughes has spoken with Senator Michelle Saunders about a fundraiser for Valentines' Day. Also, she has been in touch with Ms. Tonya Williams regarding Health and Welfare Day, that Ms. Williams chaired several years ago during Employee Appreciation Week. Senator Hughes has also contacted Justin from ITTS regarding securing the rock climbing event. Senator Hughes would like to reach out to vendors and partner with them, with the idea of reaping some of the proceeds for the Senate. Senator Linda Saunders has reached out to WE-PRINT-T-SHIRTS to partner with us. Looking forward to positive feedback from them. Senator Hughes concluded by stating that the Homeless and Hunger Stand Down was a success, as given to her by Senator Cassandra Jenkins.

**ByLaws Committee** – Senator Patricia Flanigan stated that some changes will be forthcoming. The Committee is waiting on information from another Senator. When revisions are complete, Senator Flanigan stated that information will be sent to the Staff Senate Secretary seven (7) days ahead of the meeting for dissemination to the full Senate.

**Information** – There's an opportunity for the Staff Senate to participate in a pilot program, "7 Habits for Effective People." It will be a two-day course that will be held on campus. More information will be forthcoming. At the next Senate meeting, Senator Roni Stearns will introduce the group to Lynda.com.

## **ADJOURNMENT**

The meeting was adjourned at 3:38 p.m.