

Fayetteville State University  
Staff Senate Meeting  
J.C. Jones Boardroom – 2nd Floor, Charles Chesnutt Library  
Thursday, February 18, 2016

**Minutes**

**Attendance:** Sandra Smith, Sandra Hughes, Diana Anthony, Velappan Velappan, Patricia Flanigan, Natasha Walker, Claudette Fuller, Suzetta Perkins, Cindy Wetherwax, Linda Saunders, Michelle Saunders, Sandra Woodard, Stephania Oates, Roni Stearns, Carlitta Moore, Monique Alexander, Shunta' Hailey Gregory, and Xenia Lopez.

**Call to Order:** The meeting was called to order at 2:16 p.m. by President Patricia Flanigan.

The Agenda for the meeting was presented and adopted.

The minutes from January's Meeting were read and approved.

**Dr. Rollinda Thomas (on behalf of Dr. Jon Young – Provost & VC for Academic Affairs) –** Dr. Thomas expressed she was delighted to be representing Dr. Young who was at Chapel Hill attending a meeting. She thanked the staff for everything that we do especially for students. She informed FSU is currently working on the SACS 5-year report.

**Mr. Ben Simmons, Interim AVC for Human Resources –** Mr. Simmons could not say if the overall salary rate at FSU is at market value; however FSU is using the same rate as career banding. He added the staff at FSU are at 80% to 85% salary range. He reminded SHRA employee's salary is controlled by SPA personnel and EHRA salary is different. Every salary increase has to justify why the need of the increase.

**President's Report – Patricia Flanigan**

- a. Senator Byron Riddick is out sick. Senator Claudette Fuller will send a get well card on behalf of the Staff Senate.
- b. The Staff Assembly received a response letter from UNC GA regarding staff salary increases. It addresses bringing staff salary to the market values and to raise salary at least 80 to 85%. ECU and Western Carolina have already adjusted their staff salary.
- c. The Staff Assembly will be meeting on February 29 at UNC-P and on March 1 they will meet at FSU. The meeting at FSU will be held in the curriculum lab and all are

welcome to attend. Topics of discussion will be salary increases and the adverse weather policy.

- d. A non-attendance to Staff Senate meetings letter was sent out to five (5) senators. President Flanigan stated she informed the membership committee of the need to contact the alternates who are in line to replace them.
- e. The Board of Governors will hold their next meeting on March 4 at FSU. President Flanigan stated she will ask several senators to sit in to represent the staff.
- f. Several Staff will be meeting with the new UNC president to discuss issues concerning the staff.

### **Committee Reports –**

- a. **Publications Committee – Reported by Senator Suzetta Perkins.** The committee met on February 17 to review the newsletter. A copy of the newsletter was presented to the Senate body. Senator Perkins stated there are several changes still needed to be made. Questions raised as to the need to include faculty birthdays in the newsletter. There was not a quorum, thus a vote could not be made. President Flanigan stated she made the decision to send out the newsletter campus wide as soon as possible.
- b. **Hospitality Committee – Reported by Senator Claudette Fuller.** The senate's closet was cleaned out and is now organized. Several items for the new employees' bags were received. Senator Fuller reminded if anyone can donate any items to please do so. President Flanigan stated she contacted the bookstore regarding purchasing some items. They will get back with her on prices.
- c. President Flanigan informed she appointed Ms. Michelle Saunders to chair the Mr. & Ms. Staff event.
- d. **Election Committee – Reported by Senator Velappan Velappan.** The committee will plan on meeting sometime next week. Senator Velappan presented the election calendar with elections timeline. Elections are slated to begin April 27 ending on May 11. The new officers for 2016-2017 will need to be selected during our May Staff Senate meeting as the Staff Assembly would like the names of the new officers in June.
- e. **Grant Committee – Reported by Senator Xenia Lopez.** The announcement for the new deadline for accepting applications was sent out campus wide. The new deadline is May 27. The plan is to announce the grant at the Staff Appreciation

Luncheon as well as forwarding reminders campus wide in the months of March, April and May.

- f. **Events Planning Committee – Reported by Ms. Sandra Hughes.** The committee met and all events held in the past are being considered (ice cream social, karaoke, etc). We need to come up with a theme for this year’s luncheon. The luncheon is projected to be held Thursday, May 12. Anyone who would like to volunteer is welcome to do so. The next meeting is projected to be held March 1 at 10:00 in the J.C. Jones Boardroom and all are welcome to attend.
  
- g. President Flanigan informed she contacted Senator Cassandra Jenkins for chairing the Staff Team for the Chancellor’s Cup at the golf tournament to be held May 25.
  
- h. Ms. Teresa Griffin reported the barrels were placed all around campus in the assigned buildings. She reminded of the challenge to all staff senators to donate \$1 towards the Second Harvest Food Drive.

Congratulations were given to Dr. Claudette Fuller on receiving her doctorate.

Senator Carlitta Moore informed she was selected to receive the Janet B. Royster Scholarship.

**Adjournment** - The meeting was adjourned at 3:20 p.m.

Xenia López  
Secretary, Staff Senate