

Fayetteville State University
Staff Senate Meeting
J.C. Jones Boardroom – 2nd Floor, Charles Chesnutt Library
Thursday, January 21, 2016

Minutes

Attendance: Patricia Flanigan, Jamerius Ludgood (for Roni Stearns), Sandra Smith, Tammy Owens, Suzetta Perkins, Sandra Hughes, Shunta' Hailey Gregory, Michelle Saunders, Byron Riddick, Natasha Walker, Keith Townsend, Teresa Griffin, Diana Anthony, Maggie Chan, Sandra Woodard, and Xenia Lopez.

Call to Order: The meeting was called to order at 2:11 p.m. by President Patricia Flanigan.

The Agenda for the meeting was presented and approved.

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

Dr. Jon Young – Provost & VC for Academic Affairs –

- a. President Flanigan introduced Dr. Young, the new liaison for the Chancellor and the Staff Senate. Dr. Young stated he was delighted to be able to serve as liaison for the Chancellor.
- b. He informed enrollment increased by 3% and is what drives our budget.
- c. Dr. Young thanked all for their dedicated work especially for students.
- d. He informed the Chancellor is concerned regarding salary increases for staff and therefore it is a high priority. Dr. Young stated pay raises can be justified if the University maintains a high enrollment.

Ms. Christie Kristen, Second Harvest Food Bank for "UNC Impacting Our Community Drive" –

- a. Ms. Teresa Griffin introduced Ms. Kristen from the Second Harvest Food Bank. Ms. Kristen provided information on how the food bank is organized and operates.
- b. The food bank serves seven (7) of the surrounding counties including Cumberland.
- c. This is the fourth year FSU is sponsoring the event.
- d. Ms. Griffin stated last year's goal was 1,000 meals and we raised enough for over 1,800 meals. For 2016, the goal is to collect 2,000 meals. She challenged each staff senator to donate \$10 towards the food bank. Monetary donations are tax deductible.
- e. A sheet was passed around with the names of each building's manager. Barrels will be placed at specific buildings for collecting food goods.

Mr. Ben Simmons, Interim AVC for HR –

- a. Mr. Simmons stated all should have received the \$750 bonus in the December pay.
- b. Information regarding the adverse weather should be forthcoming.
- c. An email with information on all events in celebration of Black History Month was sent campus wide.

- d. Mr. Simmons requested when submitting a tuition waiver to please pay attention to the deadline. The form needs to be dated and employees need to follow-up with supervisors on the status of their request.
- e. The new performance evaluation will be in effect April 2016. Training for both employees and supervisors is forthcoming.
- f. Ms. Kimberly Weston-Moore has been promoted as the new employee relations manager.

Senator Byron Riddick provided the following information in lieu of the President' Report -

- a. The next Staff Assembly meeting will be at UNC-Pembroke on February 29 and at FSU on March 1. The new UNC elect president will also be visiting FSU on March 2. Dr. Young stated it is critical the Staff Senate check with Mr. Caldwell in institutional advancement to find out more about preparations for the visit. He added it is likely there will be protestors on campus while the new UNC president is visiting.
- b. Senator Riddick stated the Hospitality Committee needs to be involved with the visit from the Staff Assembly. President Flanigan will inquire to see what the Senate will need to do.
- c. The golf tournament for raising funds for the Janet B. Royster Scholarships is slated to be held May 25, 2016 at the Tobacco Road golf course located in Sanford, NC. The Senate will need to begin seeking our sponsors. Volunteers will need to take vacation leave or compensatory time off if they plan on assisting with this event. President Flanigan will contact Senator Cassandra Jenkins to see if she can steer the committee again this year. She also reminded the more sponsors we have, the more funds we will receive in return for the grant award. There is a 15% return per the amount of sponsors each school Staff Senate has at the golf tournament.
- d. Senator Riddick presented a letter in which the Staff Assembly forwarded to the Board of Governors concerning SPA salary increases. The letter will be forwarded to all via email.

Committee Reports –

- a. **Publications Committee** – Senator Suzetta Perkins reported the committee held a meeting on January 6, 2016. She presented a sample newsletter. The name of the newsletter will be “FSU Bronco Beat.” Some topics that will be highlighted in the newsletter are: (1) Senator Carlitta Moore selected as Miss Alumni 2015; (2) Senator Riddick elected as vice-chair for the Staff Assembly; (3) the first Staff Senate Grant Award recipient; (4) monthly birthdays; and (5) welcome to new employees. The newsletter will be published quarterly and the first edition is expected to be published by March 2016.
- b. **Hospitality Committee** – President Flanigan presented to Senator Rodney McCrowre, vice-chair, several bags with items for the new employees welcoming bags.
- c. **Events Planning Committee** – Senator Riddick will co-chair the Staff Appreciation Week along with Ms. Sandra Hughes. He stated the next event will be the Staff Assembly visit to FSU, February 29.
- d. **Poinsettia Sale Fundraiser** – Ms. Michelle Saunders reported the event raised \$900.

- e. **Grant Award Committee** – Senator Xenia Lopez reported the committee is looking to select a date for announcing the applications deadline for selecting the recipients for next academic year. A letter was mailed to Carmen Wade with acknowledgment of her selection for the award. The plan is to present both grant awards in August at the next Bronco Kick-Off.

- f. Senator Shunta' Hailey will update the Staff Senate website as needed.

President Flanigan reminded all that they were elected by the staff and it is the duty of elected staff to attend the monthly Staff Senate meeting. By attending the meeting, they can provide input and support to the Senate and take back information to the staff in their area.

Adjournment - The meeting was adjourned at 3:24 p.m.

Xenia López
Secretary, Staff Senate