



Staff Senate Meeting

May 29th, 2025 – 2:00-3:00pm

In Person/Zoom

Moderator: Keshia Giboney

Representatives Present: Kyle Smith, Keshia Giboney, Jessica Ross, Sherry Henson, Dewana Oliver, Elaine Robinson, Shanta Hayes, Patti Smith, Mercedes Tolbert, Shenicia Richardson, Cynthia Tooley, Charles Hicks, Ashley Woods, Brenda Coleman, Michelle Bollenbach, Debbie Long, Peter Hunter, Jay Sawe, David Meyer, Shannon Brown

Representatives Absent (excused): Terri Fought, Yin Su

Representatives Absent (unexcused):

Minutes Secretary: Kyle Smith

Visitors: Raaj Kurapati, Shanetta Alexander, Amanda Fryer and team, Peter Buckley

Meeting Agenda and Minutes

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| 12:00 pm | Review of Last Meeting |
| 12:02 pm | Amanda Fryer Speaks on Behalf of Facilities |
| 12:42 pm | Raaj Kurapati Joins and Speaks |
| 12:53 pm | Dr. Buckey Walks in and Speaks |
| 12:55 pm | Campus Departmental Updates |
| 1:00 pm | Closing Remarks and End of Meeting |

Keshia Giboney began the meeting. Attendance was documented Via Zoom Attendees and in person sign in sheet.

Review of Last Meeting

Meeting minutes were reviewed to refresh the memory of what was discussed.

Amanda Fryer Speaks on Behalf of Facilities

The new contact number for submitting work requests is **901-448-8888**, which replaces the previous **901-448-5661** number. Both can still be used but **8888** was created as it would be simpler to remember. The DASH system is being restructured at the system level, with Lisa Hall being promoted to help address ongoing issues. The landing page is also being redesigned to improve usability and specificity, such as identifying exact locations like “GEB B-Wing.”

Requests can now include a reason for service, which allows for cost estimates to be provided in advance. This helps departments better plan for expenses. Charges are being implemented due to increased service demands exceeding budget limits. There is an expectation that these charges will eventually support equipment upgrades.

Concerns were raised about the effectiveness of current cleaning equipment, such as carpet shampooing machines that appear to spread dirt rather than clean. Amanda Fryer noted that while the equipment does extract water, heavily soiled areas may require repeat visits at no additional charge. Users are encouraged to call the service number again if results are unsatisfactory.

Currently, there are no automated email notifications for work order approvals. Users are advised to email their supervisors and check the **Approvals** tab under the **Facilities and Project/Work Request** section in DASH. The system does not yet provide status updates like the previous system did, but when a request is marked “in progress,” a team is actively working on it.

Standard maintenance includes vacuuming offices twice a week. Immediate attention is required for spills, and sticky notes can be used to communicate preferences for reduced service. Night housekeeping has been inconsistent, with reports of unvacuumed floors and unwiped tables. Staff are willing to assist but need access to cleaning supplies.

Issues observed outside of one's work area, such as in parking garages, can be reported by calling the same service number. This ensures that all areas are maintained appropriately.

The DASH system is a pioneering, comprehensive software platform, one of only two in the country. It integrates multiple modules, including maintenance and cost accounting. As a relatively new system, it is still undergoing development and refinement. The organization

is actively recruiting programmers and supporting staff to enhance functionality. Users are reminded that they are part of a pilot group helping to shape the system's future.

Raaj Kurapati Joins and Speaks

Raaj Kurapati joined the meeting to provide updates on the FY26 budget. The budget has been approved, and significant progress has been made in closing financial gaps. In FY25, \$12.5 million in the shortfall was addressed, and the remaining balance is expected to be resolved in the current fiscal year. Additionally, \$21 million institutional debt has been reduced, with projections indicating full resolution in the next budget cycle. A tuition budget increase has also been approved. The team continues to monitor developments in Washington, D.C., as executive orders and agency actions are impacting both research and budget planning.

A major concern is the continued decline in research funding. Several grants, totaling approximately \$12 million, have been terminated due to misalignment with new federal policy directions. This reduction is expected to have a significant impact. Raaj emphasized the importance of proactive planning and will be discussing these challenges with the Planning and Budget Council.

Raaj acknowledged the ongoing frustrations with the DASH system. Despite just closing out in February, the fiscal calendar is already in June, creating a backlog in reporting and reconciliation. The system is controlled at the system level, and efforts are being made to keep them informed and updated. The DASH page is being updated regularly to reflect the latest information.

There is currently no estimated timeline for catching up on fiscal year closeouts. Although instructions have been received, the backlog makes it difficult to proceed. This issue is recognized as a top priority.

Raaj identified several root causes for the DASH system's difficulties:

- Inadequate testing of major processes
- Lack of end-user engagement during testing phases
- Insufficient training
- Unresolved workflow issues

He noted that this is his fifth system implementation, and while none are without challenges, this one has been particularly difficult. Raj has personally communicated these concerns to David Miller, who has assured him that the issues are being addressed.

He closed out by mentioning the Employee Appreciation Event beginning at 1:30 PM today at the SAC.

Dr. Buckey Walks in and Speaks

A new Dean for the College of Medicine (COM) will begin on **June 23rd**. This is a significant recruitment milestone, and a **welcome reception is scheduled for July 2nd**. Additionally, **Dr. Carla Leaper** will be joining as the **Vice Chancellor for Strategic Communications and Marketing**. Peggy, who served on the search committee, expressed enthusiasm about Dr. Leaper's potential to enhance the institution's community impact.

Raaj Kurapati recently communicated updates regarding **salary increases**. While the increases may not fully meet expectations, it is important to acknowledge the continued financial support. There is also a renewed focus on **transparency and engagement** for the second half of the year. Feedback and suggestions from staff are welcomed.

Campus Departmental Updates

Charles provided an update on the **College of Nursing (CON) representative search**. With **Ramona Jackson retiring**, nominations for a new CON staff representative will begin on **Tuesday, June 3rd**. Once nominations are received, the search process will commence. Charles will coordinate closely with his committee throughout the process. The **College of Medicine (COM)** is also in need of a staff senate representative.

The current staff senate session will conclude in **December**, with **re-elections scheduled for October**. All current members will be up for re-election at that time.

Elaine Robinson from **College of Health Professions (COHP)** took the floor to state that they have a good number of job postings listed and closed out by announcing that she would also be retiring from the University.

Closing Remarks and End of Meeting.

Keshia adjourned the meeting.