

## **Faculty Council Standing Committee Report**

**Committee:** Common Good Committee

**Co-Chairs:** Seema Endley and Vijaya Velamakkani

**Reporting Period:** October 2025

**Summary of committee's work since its last report to Faculty Council:** The committee met via Zoom on October 16, 2025. Members reviewed and approved the September meeting minutes and discussed plans for the upcoming retiree celebrations. The committee also confirmed available funds for the events and outlined logistics for the celebration, including responsibilities for contacting retirees, collecting testimonials, preparing presentation materials, and ordering gifts and refreshments. Sunshine Fund collection updates and thank-you correspondence were also discussed.

**Action items completed since last report to Faculty Council:**

- Approved September meeting minutes.
- Confirmed availability of \$1,000 per semester for retiree celebrations.
- Assigned volunteers for specific tasks related to the retiree recognition event (retiree outreach, testimonials, presentation, gifts, and event photography).
- Determined to send a thank-you card to Dr. Abe Johnson.
- Established procedures for Sunshine Fund collection at each campus and for transferring collected funds to the treasurer.

**Members who have been contributing to the work of the committee since the last report to Faculty Council:** Seema Endley, Vijaya Velamakkani, Roberta Cravo, Smriti Anand, Robert Benevedis, Joe Jaynes, Therese Ogle, Jenny Sideris, and Charlene Houston.

**Actions items that are still pending, ongoing subcommittee work, etc.:**

- Seema will confirm whether the \$2,000 in retiree celebration funds can be used as part of the Sunshine Fund and whether unused funds roll over.
- Coordination with Faculty Council regarding food cost-sharing for the retiree celebration and confirmation of the event date (potentially scheduled before the final Faculty Council meeting of the semester).
- Seema to contact Dr. Abe Johnson for the list of retirees.
- Robert to distribute retiree contact templates; committee to gather testimonials and photographs.
- Drew, Jenny, Seema, and Smriti to finalize PowerPoint presentation and booklet.
- Vijaya to order gifts; Freddie Williams to handle reimbursements.
- Committee to send thank-you notes to Sunshine Fund contributors.

Next committee meeting tentatively scheduled for November 6, 2025, at 4:30 PM via Zoom.

