STAFF SENATE MEETING
MINUTES
Gatton College of Pharmacy
July 13, 2009
2:30 PM

Note to Senators: Please share the Senate agenda, minutes, and any other enclosures with your colleagues prior to the scheduled meeting. Senate meetings are open to all staff. Agendas, minutes, and attendance rosters are available on the Staff Senate website at http://www.etsu.edu/staffsenate/

PRESENT: James Batchelder, Lisa Blackburn, Carolyn Bond, Angela Brewer, Queen Brown, Deanna Bryant, Robert Calkins, Cindy Canter, Renee Couch, Tim Dills, Corintha Duncan, Joy Fulkerson, Angela Haire, Myra Jones, Linda Lett, Susan Lilly, Donna Murphy, Stephanie Nave, Debbie Parks, Betty Ann Proffitt, Shea Renfro, Wanda Richardson, Sharon Riddle, Sue Russell, Patricia Stafford, Debbie Starnes, Karen Sullivan, Carla Warner

ABSENT: Constance Alexander (excused), Sarah Bradford (excused), JoAnne Fitzgerald (excused), Charles Forrester (excused), Linda Greenwell (excused), Diane McClay (excused), Joe Miller (excused), Chuck Patton (excused), Dave Robinson (excused), Jamie Simmons (excused), Kathy Smith (excused), Vanessa Stephens (excused)

The meeting was called to order by President Wanda Richardson at 2:30 p.m.

MINUTES: Senator Proffitt made the motion to approve the minutes of June 8, 2009. Motion seconded by Senator Dills. The minutes were approved as distributed.

TREASURER’S REPORT: Senator Canter reported an ending balance of $4,425.76 for the fiscal year 2008-09. The 2009-2010 budget has been set at $6,000.

COMMITTEE REPORTS:
• Staff Development and Evaluations: No report.
• Committee on Committees: No report.
• Staff Concerns and Grievances: No report.
• Elections Committee: To date, there have been 35 nominations for membership and 2 unsigned requests. There have been no nominations from category 6 and 7. Paper nomination letters were sent to all Physical Plant employees. President Richardson urged all senators to speak with individuals in their buildings that may be in EEOC categories 6 and 7, and encourage them to nominate themselves for a Staff Senate position. Paper election ballots will be sent to Physical Plant again this year and everyone else will be voting online. Election report given for Linda Greenwell by Wanda Richardson.
• Holiday Food Drive Committee: No report.
• Staff Picnic Committee: Senator Bond reported that all 69 vendors who supplied door prizes have been formally recognized for their generous donations. A letter of
appreciation has also been sent to Dr. Richard Manahan and the Office of University Advancement for their continuous support in funding the Distinguished Staff Awards.

- **Blood Drive**: Senator Haire announced next year’s blood is scheduled on June 29, 2010.

OPEN FLOOR FOR NEW AGENDA ITEMS:

- **Proposed recommendation to include Communications and Website Committee as a standing committee**. Senator Dills clarified the proposal would not call for a constitutional change, but simply a bylaw change. Senator Fulkerson made the motion to include the Communications and Website Committee as a standing committee. Motion was seconded by Senator Blackburn and followed by a unanimous vote of approval from senators in attendance.

- **President Richardson requested an ad hoc committee** be organized to develop a brochure summarizing the mission and purpose of Staff Senate. It could be a valuable tool in recruiting members and in particular new employees joining the ETSU workforce. Senators Murphy, Nave, Blackburn, Starnes, Sullivan, and Jones will make up the taskforce.

There being no further business, Senator Duncan made a motion to adjourn the meeting; motion seconded by Senator Blackburn.

Respectfully submitted,
Sue Russell
Secretary

**The next meeting is Monday, August 10, 2009 @2:30 pm**
**Forum Room, DP Culp Center**

*Please send notices of non-attendance to russell@etsu.edu and agenda items to wanda@etsu.edu*