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/stsenate/default.asp

PRESENT: James Batchelder, Lisa Belcher, Lisa Bell, Brian Bennett, Gary Bishop, Carolyn Bond, Lisa Booher, Angela Brewer, Christy Buckles, Cindy Canter, Phyllis Cooper, Carshonda Harris, Kathy Hawks, Thomas Hill, Janet Keener, Candy Massey, Diana McClay, Donna Miller, Joe Miller, Stephanie Nave, Margaret Pate, David Robinson, Kathy Smith Karen Sullivan, Carla Warner, Ray Webb, and Josh Whitlock


I. Call to Order
President James Batchelder called the meeting to order at 2:30 pm.

II. Approval of Minutes
The motion to accept the minutes from July 9, 2012 was made by Senator David Robinson and seconded by Joe Miller. They were approved and will be posted on the Staff Senate website.

III. President’s Report – President James Batchelder
President Batchelder introduced Dr. David Collins, who gave updates on the (1). Equity Pool- Dr. Collins said the plan for the Equity Pool was sent to TBR for approval. He mentioned that the all staff received 2.5% pay increase. The equity pool would be 3% based on total salaries we have on campus. Diana McClay explained what she used to determine equity. It should be officially approved in September and implemented in October, and will be retro to July 1, 2012. A letter from Dr. Noland that outlined what their pay would be will be sent out. (2). Parking Garage – Parking will be a mess during this new school year. An email with frequently asked questions and map of the parking spaces would be sent out. With the building of the new garage 300 to 400 spaces will be lost. Overflow lots will be Lot 21; new baseball stadium; Married Students housing and Lot 22A located at the Soccer field. The completion date of the parking garage will Fall 2013. There will be updates on the construction found on the website. During the open question time, Dr. Collins was asked about the parking at the Carnegie and Ruby Tuesday. He said that the University was still talking with the city concerning lights on State of Franklin since it is a state route, we would need approval for changes from TDOT.

IV. Treasurer’s Report – Senator Carolyn Bond
In the Staff Senate account, the balance is $4,309.05. In the CBC account, there was $4,966.87. The Holiday Drive account remains the same at $3.79.

V. Report on Standing Committees

A. Committee on Committees: Senator Carla Warner mentioned that the committee had a request for Staff Senator to serve on TAFF committee. She explained that the committee met infrequent. Senator David Robinson agreed to serve as the representative from the senate.

B. Committee of Elections: With the absence of Senator Linda Greenwell, President Batchelder mentioned that letters were sent to the new senators asking them if they were still interested in serving. The new senators are: EEOC#3 – David Smith, Edith Tillman, Stefanie Murphy; EEOC#4 – Lisa Booher, Ann Eargle, Sandra Ritchie, Chris Collins; EEOC#5 – Candy Massey. No one from the EEOC# 6 or 7 was elected.
C. **Communications and Website Committee:** No report.

D. **Community Benevolence Committee (CBC):** President Batchelder mentioned that the Committee wanted to meet with Dr. Collins concerning the changing the CBC from a foundation account or an agency account. Dr. Collins said that he would be out of the office the next week.

E. **Liaison Committee:** With the absence of Senator Patton, Senator Candy Massey mentioned that the survey was ready to go and it was sent to President Batchelder to send out to the senators for them to look it over.

F. **Staff Awards Committee:** Senator Karen Sullivan mentioned that there was one duty left for the committee and was the nomination for outstanding Staff Senator. An email will be sent out to the Senate. Then the committee will make the decision.

G. **Staff Concerns Committee:** No report

H. **Staff Development and Evaluation Committee:** Senator Margaret Pate mentioned that Skill Soft will be implemented on August 22nd.

I. **Visibility Committee:** The brochures will be emailed to the senate for everyone to look it over. Business cards and pins are being considered.

VI. **Report on Project Committees**

A. **Blood Drive Committee:** No report

B. **Staff Picnic Committee:** No report.

VII. **Old Business:** None

VIII. **New Business**

A. President-elect Christy Buckles distributed a document that outlines the duties of the different committees that can be distributed to the chairs/co-chairs. Also included the duties of the Executive Board.

B. **Orientation:** Orientation for the new senators will be on Wednesday, September 5 in the Staff Senate office. Folders and information was purchased for each of the new senators.

IX. **Open Floor for New Agenda Items/Concerns**

A. Senator Lisa Booher mentioned that Mrs. Noland had proposed having a tartan for ETSU. The tartans were on display in the windows at the Bookstore.
X. **Announcements**

A. President Batchelder asked the committee chairmen to submit their annual reports to him.

B. Senator Gary Bishop mentioned the Welcome Back concert on Sunday, August 26\(^{th}\). The venue will be the Intramural fields. The artist will be Josh Turner.

C. **Bucky’s Food Pantry:** Painting has been done, hoping the shelving will be up soon.

D. Students will be returning to campus on Thursday, August 23\(^{rd}\).

XI. **Adjournment**

There being no other business to discuss, Senator David Robinson made the motion to adjourn. It was seconded by Joe Miller. The meeting was adjourned at 3:33pm.