STAFF SENATE MEETING
MINUTES
September 14, 2015

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


FRIENDS OF THE SENATE: Matthew Harrison

EXCUSED: Kristy Buchanan, Kristin France, Helen Jones, Pam Marston, Linda Raines

UNEXCUSED: Wayne Winkler

I. Call to Order – President Whitlock called the meeting to order at 2:30pm. In Meeting Room 6 of the Culp Center.

II. Approval of Minutes – A motion was made by Senator David Robinson to approve the minutes, and Senator Libby Tipton seconded the motion. The motion passed with everyone saying I.

III. President’s Report – President Josh Whitlock

President Whitlock reported the following:

- President Whitlock welcomed new and returning senators. First time on the Senate are Evelyn Roach from the Registrar’s Office, Gabe Tocci from ITS, Jesse Helton from Housing, and Brandi Nave from the College of Medicine. Returning to the Senate are Kathy Smith from Equity and Diversity, Rita Taylor from Housing, and Lisa Bell from Financial Aid. Re-elected and continuing on for another term, are Stefanie Murphy, Candy Massey, Chris Collins, Lisa Booher, and Ann Eargle. President Whitlock thanked the executive committee of last year for their hard work and then recognized the new committee: President-elect: Stefanie Murphy, Secretary: Kristi Smith, Treasurer: Lisa Rowland, and Member-at-Large: Tim Dills.
- Staff Senate will plan to meet at the CPA for the October meeting for the regular meeting followed by a team building exercise. In November the Senate will meet on the VA Campus in Stanton-Gruber Hall. The December meeting will be back in the Forum.
- President Whitlock updated the Senate on Governor Haslam’s outsourcing issue. Dr. Noland shared the following article:

http://knoxblogs.com/humphreyhill/2015/09/10/haslam-higher-ed-wont-have-to-privatize-but-maybe-should/

in the article that Governor Haslam states that colleges will have an opt-out option. President Whitlock shared a reply that a Staff Senator received after writing to their representative. Their representative encouraged them to write to Will Cromer, Director for Policy and Research in the Governor’s office, and Leslie Hafner, a senior advisor. Mr. Cromer’s email is will.cromer@tn.gov. Mrs. Hafner’s email is leslie.hafner@tn.gov. Dr. Noland encourages the staff to write to the Governor as well. Staff should use their private email to do this as private citizens.
- President Whitlock encouraged all Staff Senators to sign-up for committees. He acknowledged that work commitments should come first, and President-Elect Murphy noted that much of her committee work in the past year was done via email to accommodate the time commitment.
- President Whitlock stated that convocation is approaching. It will be on September 29 at 3pm. There will be refreshments before the program this year. Unfortunately, the Staff Senate advisor, Dr. Collins, will not be there, as he will be learning about RCM-type budgeting models at other institutions. ETSU T-shirts will be given out at the end of the program. All guests have been invited, and President Whitlock acknowledged the need to move quickly to finish preparation for the event.
- The Interim University Council met this morning. The agendas and minutes for that group are on the President’s website (www.etsu.edu/president). Items of note from the meeting:
  1. Fall enrollment was good thanks to the hard work of many offices across campus. The budget for the year was built on an expected drop of 200 students from last Fall. However, there were only 78 less
than last Fall, meaning the university should have a surplus that can be put into a “rainy-day” fund. This type of rainy-day fund will be good as the enrollment situation stabilizes over the next few years from TN Promise.

2. The Great Colleges to Work For survey was discussed. ETSU had a low response rate which could affect the validity of the survey results. The national average for response rate is 37%. The ETSU response rate in 2014 was 14.5% and 17% in 2015. Out of 600 randomly selected employees, roughly 100 completed the survey. The survey will come around in Spring of 2016. Selected employees are strongly encouraged to complete the survey. Staff Senate has requested a campus climate survey for several years, and the Great Colleges to Work For survey allows for this as well as a national comparison.

President Whitlock will have a more detailed and organized report of the IUC meeting for the October meeting.

IV. **Treasurer Report**—Senator Rowland reported the general account balance as $7,900.00; the Holiday Drive account balance as $204.03; and the balance of the Community Benevolence account holds a balance of $4,481.25.

V. **Report on Standing Committees**
No committee reports were available.

VI. **Report on Project Committees**
No project committee reports were available.

XI. **Old Business**
- President Whitlock stated that he followed Mrs. McClay’s advice to speak with Mr. Rasnick. He requested a follow-up with the chair of the Elections Committee, Tim Dills, prior to making a recommendation to the Senate on filling the six vacant spots for EEOC 5, 6, and 7.
- Convocation was discussed again. The problematic issues were reiterated. A motion was made by Senator Robinson and seconded by Senator Booher to discontinue the Convocation after this year and focus on the Staff Picnic. The motion was voted upon and passed unanimously. All staff awards will now be given out at the Staff Picnic.

X. **New Business**
There was no new business.

XI. **Announcements**
- Senator Murphy stated that as the outgoing Member At Large she needed to receive final committee minutes from all committee chairs for the 2014-2015 year. She asked that they be submitted to her by the end of September for archives.
- There will be a town hall meeting in the Culp Auditorium on Wednesday September 16 regarding the proposed merger between Mountain States Health Alliance and Wellmont Health System. The town hall will begin at 7pm.
- David Collins reminder us that we are now in the enrollment period regarding insurance opportunities. The dates had been moved up to include September and October for this year. (September 15 – October 15) Make sure you review your booklet when you receive it. There are some changes this year, especially on the high end health care plan. There will be informational sessions set up on campus for additional information. One major change related to new hires is that they will have to wait 30 days after being hired to receive insurance. For example, if hired on the 1st day of the month insurance will be available on the 1st day of the following month, if your start date is another date, it will go into effect the following month (which could result in an additional 30 days.) If you do not receive a booklet or need additional information, contact Human Resources at 94457.
- Senator Murphy stated that as chair of the Committee on Committee’s committee, they typically do their meetings by email. So if you are unable to pull away from the office for other committee meetings, perhaps you would like to sign up for this committee.
• Sign up sheets were provided for all committees and everyone was encouraged to sign up for at least one. Senator Whitlock echoed Senator Burton’s request that extra Senators was needed for the Awards committee, and he requested that at least 10 people sign up for it.

XII. **Adjournment** — There being no other business to discuss, a motion was made to adjourn by Senator David Robinson and seconded by Senator Burton. The meeting was adjourned at 3:02 p.m.

Submitted by Senator Kristi Smith

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Secretary