STAFF SENATE MEETING
MINUTES
Forum Room, DP Culp Center
November 9, 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: Lisa Blackburn, Carolyn Bond, Sarah Bradford, Angela Brewer, Queen Brown, Cindy Canter, Kathy Carder, David Collins, Phyllis Cooper, Corintha Duncan, Charles Forrester, Linda Greenwell, Angela Haire, Thomas Hill, Janet Keener, Paul Lavoie, Linda Lett, Candy Massey, Diana McClay, Joe Miller, Donna Murphy, Margaret Pate, Chuck Patton, Wanda Richardson, Sharon Riddle, Billy Robinson, David Robinson, Sue Russell, Jamie Simmons, Andre Stevens, Debbie Starnes, Karen Sullivan, Carla Warner

ABSENT: Constance Alexander (excused) James Batchelder (excused), Deanna Bryant (excused), Tim Dills, (excused), Joy Fulkerson (excused), Myra Jones (excused), Susan Lilly (excused), Stephanie Nave (excused), Betty Ann Proffitt (excused), Shea Renfro (excused), Patricia Stafford (excused)

GUEST: Tyler McCann, ETSU Leadership Program.

The meeting was called to order by President Jamie Simmons at 2:30 p.m. President Simmons announced she would be attending a few minutes of the Faculty Senate and asked if there were any questions Staff Senate would like her to address to Faculty Senate.

Senator Hill asked about the 6% fee increase in insurance premiums. He had heard they would not be deducting any fees in November and December but would start the extra 6% in January.

Dr. Collins responded by saying in December and January they have declared an insurance holiday, so there will be no deductions made in those two months. The rates are going up 6%, starting in February. The overall rates are 6% which would include the state portion. It affects everyone in the state.

GUEST SPEAKER: President Simmons welcomed Darrell Humphrey, Food Service Director and Andrea Crawford, Marketing Manager from Aramark.

Ms. Crawford began by explaining what has been done on campus this year and what will possibly be done next year.

All summer changes occurred on the 1st floor (Cave area). The Cave includes BBQ, Sushi and Java City coffee shop with two espresso machines. Every unit in the Cave has a cash register. The second floor took away Izzys and added Zoca, which is a southwest grill. Grill Works is also on the second floor. There is now a simplified menu, and a one dollar menu has been added. Also, they have expanded Chic-Fil-A and have added four cash registers. Sales have doubled this year. The third floor Market Place underwent a complete renovation with new counter spaces and chairs. ARA always recycles oils,
plastics and cans. The new store in Centennial Hall has been slow, so they are trying new ideas to drive sales. Einstein Bagels will be doing a site assessment to see where they want to go on campus for next year. ARA will be doing something with Treehouse and the Library next year. Surveys for this year just ended for this semester. For the Spring semester, Surveys will go out around April. They didn't get as many responses this year as they would have liked. They hope to market their surveys better next semester. Those who participated in the surveys this past semester had to sign up on a link. It was also noted that the Cafeteria price for Staff is $4.75 with ID Bucs, but $5.20 with other payment used.

MINUTES: Senator David Robinson made the motion to approve the minutes of October 12, 2009. Motion seconded by Senator Joe Miller. The minutes were approved as distributed.

TREASURER’S REPORT: Senator Debbie Starnes reported a balance of $5,521.32 in the operating budget. The only purchase has been $52.80 for postage. “Forever” stamps were purchased for future needs and for letters that were sent out to vendors seeking donations for the Staff Convocation.

COMMITTEE REPORTS:
- **Staff Development and Evaluations**: No report
- **Committee on Committees**: No report
- **Staff Concerns and Grievances**: Senator Keener reported on the fire lane circle behind Gilbreath. She and President Simmons met with Vernon Bradly. Since it is a fire lane, he is willing to compromise and allow custodial to park there to drop off or pick up keys as long as there is at least one other person in the car - in case there is an emergency and the car would have to be moved. His officers will not issue citations as long as there is someone else in the car that can move it in case there is an emergency. There will be no mobile parking in the pedestrian mall in the future. It will still be used for loading and unloading but no parking.
- **Committee on Elections**: No report
- **Holiday Food Drive Committee**: Senator Starnes reported she received $700 within the first few minutes of the meeting today. Overall she has received a total of $3,845. This amount will cover everything we need to do for the Thanksgiving baskets. We needed $4,000 to be able to do Christmas baskets too. We will be doing the baskets on the 18th at the CPA at 1:00 pm. Everyone who can is encouraged to help. We will also need volunteers for Thursday and Friday for deliveries.
- **Staff Picnic Committee**: The Staff Picnic is tentatively set for June 4, 2010.
- **Blood Drive**: Scheduled for June 29, 2010.
- **Website Committee**: No report.
- **Committee for Review of Staff Awards Process**: No report.

OLD BUSINESS
- Communications List: No problems were reported with contacting those on the communications list. Public Health asked if they were supposed to listen to the college appointed senator or the person sending them the email. They were advised to listen to the person sending the email and if there were questions they could contact their college representative.
- Staff Convocation: November 16th at 2 pm. We will have a “Meet and Greet” reception after the convocation. President Simmons announced she needed about
twelve volunteers to help pass out brochures. She also announced everyone who attends will receive a door prize.

NEW BUSINESS

- Marsh Regional Blood Bank: President Simmons passed out a presentation from Marsh explaining how their organization worked. It may be worth the blood drive committee to check into. They may have better incentives than the Red Cross. It was noted that Marsh blood stays in the area.
- Field Trips: President Simmons asked if there were specific places the senators would like to visit. Some suggestions were: Gray Fossil Site, Innovation Lab, Planetarium/Observatory, Forensic Pathology, Nave Center, Kingsport Center, CPA, Simulation Lab, Railroad Museum.

ANNOUNCEMENTS

- Senator Russell announced United Way ends on Friday and we are at about 75%.
- Dr. Collins announced everyone should have received an email regarding electronic W2s. If you do not sign up for the electronic W2, you will receive your W2 through the mail. They are trying to save on printing and mailing cost to support the green initiative. You might get it a day or 2 earlier if you sign up for the electronic version. We will get an email that W2s are available like you do when your pay stubs become available.
- College of Public Health received accreditation. They are trying to have Dr. Wyckoff as a guest speaker to discuss health concerns. The State of Tennessee is rated 47 in health concerns.
- Veterans Day ceremony is Wednesday the 11th at 11:11. Someone will be there to sing the National Anthem, and there will be students there playing shadow taps. Dr. Bishop is the guest speaker.

There being no further business, Senator D. Robinson made a motion to adjourn the meeting; motion seconded by Senator J. Miller.

Respectfully submitted,
Angela Brewer
Secretary

The next meeting is Monday, December 14, 2009 @2:30 pm
Forum Room, DP Culp Center

Please send notices of non-attendance to brewera@etsu.edu and agenda items to simmons@etsu.edu