
ABSENT: Constance Alexander, JoAnn Fitzgerald, Linda Fore (excused), Betty Grice (excused), Judy Harrell, Steve Honaker (excused), Chris Loveday, Pat Myrick (excused), Terry Nelson (excused), Cindy Proffitt (excused), Kathy Smith (excused), Sue Speer (excused), Andre Stevens, and Reed Sturdivant (excused).

GUEST: Mr. Bill Coleman

I. President Hopson called the meeting to order at 2:30 p.m.

II. President Hopson welcomed senators. Mr. Bill Coleman, Associate Vice President of Human Resources, gave a detailed overview of the proposed salary plan increases for ETSU employees. Proposals include the second step of equity increases to be in August paychecks with step three in the planning process. A merit increase is being reviewed. The state budget process has approved a 2% across the board increase to be effective January 1, 2003. Mr. Coleman also addressed the CPS training in which Northeast State serves as the training site for ALL state employees in northeast Tennessee. ETSU will not offer CPS courses due duplication of services. He encouraged staff to continue to participate in the CPS program. He thanked the senate for providing a graduate assistant to work with Chris Carter on staff development programs. Information will be forth coming on a state approved support staff grievance procedure. President Hopson thanked Mr. Coleman for his presentation. She also reflected appreciation for President Stanton and senior staff for their efforts in working to provide pay increases for employees.

III. A motion was made by Mary Jordan and seconded by David Jones to approve the July 9, 2002 minutes. Motion carried.

IV. Treasurer Charles Forrester presented the final treasurer’s report for the 2001-2002 fiscal year. The operating account had $332 remaining, staff awards had $1,000, Thanksgiving baskets and staff picnic had a zero balance, and the Staff Senate shirt account had $58.02. The 2002-2003 budget was funded at $7,560 that includes the graduate student.

V. Committee Reports

A. Staff Development and Evaluations Committee – Bonnie Burchett distributed copies of a draft of the revisions of the staff handbook requesting everyone to review and send comments or suggestions to Kathy Smith by August 16. The committee made a motion to accept changes and authorize the committee to make additional corrections with the additional corrections coming back to Staff Senate as a matter of information. Motion carried. President Hopson thanked the committee for their work.

B. Staff Concerns & Grievances – No Report.

C. Committee on Committees – No Report.

D. Election Committee – Ballots from the election have been counted and winning candidates will be notified in writing and letters of thanks to all other candidates.

VI. Old Business – None

VII. New Business

A. Concern was expressed concerning parking. Faculty and staff are driving vehicles without permits and not being ticketed, handicapped parking is being utilized by people who may not be handicapped, and open parking beginning at 3:30 p.m. presents a problem for second shift employees to find parking (primarily around the area of University High). President Hopson will follow up with Chief Cottrell and Kim Denton will investigate as well.
B. The next meeting will be September 9, 2002 in the Tennessee Room.

VII. Meeting was adjourned at 4:00 p.m.

Respectfully submitted,
Sue Taylor, Secretary