
ABSENT: Constance Alexander (excused), Mary Duncan (excused), Judy Harrell, Karen Hughes (excused), Mary Jordan (excused), Judy Lawson (excused), Pat Myrick (excused), Sue Speer (excused), Reed Sturdivant (excused), and Kathy Thacker (excused).

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

II. President Hopson welcomed senators and thanked Dr. Tom Coates and Ms. Joyce Duncan for their presentation on the Emergency Response Program. The program is referred to as ETSU Response and is a volunteer program for students to assist during disasters. The students would assist in distributing food and water, assisting in shelters, etc. The program is focused on the student but requires faculty and staff support. The student government association and faculty senate have already provided letters of support for the program.

III. A motion was made by Terry Nelson and seconded by Jane Jones to provide the letter of support. Motion carried.

IV. A motion was made by Tim Dills and seconded by Donna Hauk to approve the April 8, 2002 minutes. Motion carried.

V. Treasurer Charles Forrester presented the treasurer’s report with a balance in the operating account of $2,664. The food basket, staff shirt account, and picnic fees account has a balance of $88.02. The staff awards account remains unchanged $7,000. A motion was made by Billie Jo Lancaster and seconded by Kathy Smith to approve the motion. Motion carried.

VI. Committee Reports

A. Staff Development and Evaluations Committee – Kathy Smith reported the graduate assistant that was established through the Staff Development Center proposal is working with Chris Carter on several staff programs. Funding for Staff Development Center is on hold until current programs are established. The committee is working on getting e-mail and internet access for physical plant employees. The committee will be updating the Staff Handbook.

B. Staff Concerns & Grievances – No report.

C. Committee on Committees – Kathy Smith volunteered for the vacancy on the Parking and Traffic committee. A vacancy also exists on the Safety Committee.

D. Election Committee – Tim Dills reported that nomination forms would be mailed in May and returned in June. Ballots will be mailed and returned in July. Results would be tabulated in August.

E. Picnic Committee – Senator Steve Honaker reported the picnic rain plan would allow the picnic to be held in the physical activity center. Reserving a parking lot for off campus employees has been approved. A shuttle is planned for employees on the VA grounds. All Senators need to sign up to work at the picnic. A blood drive table will be available. The letter from President Stanton and the flyer have been mailed.

F. Door Prize Committee – Pam Murray reported that 20 – 25 door prizes have been obtained. They are very pleased with the quality of the donations this year.
VII. New Business

A. President Hopson announced that now is the time to sign up to participate in the sick leave bank.

B. Senator Sue Taylor asked if anyone had any knowledge of the legislative proposal to change the law that currently requires the state to pay at least 60% of employee health insurance premiums to 80% that the state is currently paying. Carolyn Bond, President of the area chapter of The Tennessee State Employees Association, indicated the proposal had been tabled until the budget issues are resolved.

C. Terry Nelson asked for assistance with physical plant employees who have returned to school. Some classes are only offered during the day and requests are being denied. President Hopson asked the Committee on Staff Concerns and Grievances to review.

D. President Hopson announced that the next meeting will be June 3, 2002, the first Monday in June.

VII. Meeting was adjourned at 3:45 p.m.

Respectfully submitted,
Sue Taylor, Secretary