STAFF SENATE MEETING
MINUTES
April 8, 2013

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


EXCUSED: James Batchelder, Gary Bishop, Angela Brewer, Linda Greenwell, Carshonda Harris, Freddie Hill, Mary Maupin, Donna Miller, Betty Ann Proffit, David Robinson, Dawn Marie Tipton, and Cheryl Warner.

I. Call to Order

President Christy Buckles called the meeting to order at 2:30 pm.

II. Approval of Minutes – Senator J. Miller made motion to approve the minutes of the March 11, 2013 meeting. The motion was seconded by Senator Chamberlain. Minutes were approved as distributed and will be posted on the Staff Senate website.

III. President’s Report – President Christy Buckles

A. Newsletter – President Buckles shared that the third Campus Voice Newsletter was well received by the campus community. President Buckles asked that any ideas, thoughts, articles for inclusion, suggestions, etc. can be forwarded to her.

B. Meeting with President Noland – President Buckles shared that President-Elect Belcher and she have a scheduled meeting with President Noland on April 15, 2013, at his request, to discuss ways of opening lines of communication, the staff survey, and other various topics. President Noland also expressed the desire to attend one of our meetings in the near future.

C. Member-At-Large/Historian – President Buckles shared that changes have been made to the duties of the Member-At-Large position description and the revised document has been forwarded to Senate members for review. President Buckles made motion to accept the revised document. Senator J. Miller made motion to accept; and a discussion ensued. After a lengthy discussion, the Senate agreed to accept the revised Member-At-Large position description until the end of the current term. In the interim, the bylaws and constitution will be reviewed in an effort to make certain all areas are addressed in the revised position description.

IV. Treasurer Report – Senator Whitlock reported that the discrepancy in the CBC account challenged by Senator Bond last month has been satisfied. The $20 donation was mistakenly deposited into the CBC account instead of the Holiday Drive account which was the original intent. That error will be rectified and will bring the Holiday Drive account balance to $188.00, and the CBC account balance will reference the correct amount of $4681.25. The main account balance is $654.14.

V. Report on Standing Committees

A. Committee on Committees – Senator Carla Warner noted that Senator Bond will continue to serve on the Safety Committee, and Len Morrison will continue serving on the Veterans Affairs Committee.
Senator Warner shared that, after many years, Tim Dills has decided to step down from the Intercollegiate Athletic Committee (IAC) leaving a vacancy for a Staff Senator. The suspected amount of interest to serve on this committee is expected to be high given the upcoming changes in the Department of Athletics. Due to the vast charges of the committee members, Senator Warner shared that the members of the Committee on Committees would like all interested Senators to review the description and responsibilities of the committee prior to submitting their name for consideration. She asked interested Senators to send an email to warnerc@etsu.edu sharing the following information: why there is an interest in serving on the committee; general background information; interests; qualifications; and related skills and abilities which would be brought to the committee. The deadline for consideration is April 12, 2013, at which time the Committee on Committee members will review all submissions.

B. **Committee on Elections** – No report.

C. **Communications and Website** – Senator Chamberlain shared that the committee continues to update the website as information is received. Senator Chamberlain noted that the Campus Voice Newsletter can now be accessed via the front page of the Staff Senate webpage.

D. **Community Benevolent Committee (CBC)** – No report.

E. **Liaison Committee** – Senator Patton shared that he would like to defer any further discussion regarding recommendations concerning the Staff Survey until after the meeting of President Noland, President Buckles, and President-Elect Belcher. The Liaison Committee members met during the first week of March with two items being discussed. The first was the Staff Senate Constitution and Bylaws. It is the aim of the committee to bring both documents up to date making the documents somewhat more manageable for the future adhoc committee to combine the two documents. Senator Patton noted that the task should be complete prior to the next meeting of the Senate. The second item discussed by the committee is the Leadership Summit. Details are still being discussed and no definitive decisions have been determined.

F. **Staff Awards Committee** – Senator Sullivan shared that website information has been updated to reflect the 2013 dates for award submission. The two-week range for submission of entries is April 15-26, 2013. Activity is expected to be high due to the increase in the award amount this year. The submissions will be reviewed in early May for the selection of a recipient.

G. **Staff Concerns** – No report.

H. **Staff Development and Evaluation** – No report.

I. **Visibility Committee** – Senator Tillman shared that sign-up sheets are available for Senators to commit to an opportunity of choosing a date and time feasible for the Visibility Committee to visit offices/units/departments, etc. The visits will include special emphasis on sharing information about the Staff Picnic, and the blue and gold attire contest. Brochures and business cards will also be distributed during the visits. President Buckles requested that an electronic version of the schedule be distributed to folks.

VI. **Report on Project Committees**

A. **Blood Drive** – Senator Hawks noted that a firm date has not been identified for this year’s blood drive. She inquired regarding whether the drive could be conducted from the Marsh Bus in lieu of utilizing the Culp Center. There was no objection, and as soon as details are finalized, Senator Hawks will share them.

B. **Staff Picnic** – Senator Tillman, Co-Chair, shared that the Staff Picnic Committee members will meet on April 10, 2013 to finalize details of the picnic.
A full report will be provided at the next Senate meeting. Senator Tillman noted that good contacts were made with vendors, and there are many great gifts for prizes.

VII. Old Business

There was no old business to discuss.

VIII. New Business

There was no new business to discuss.

IX. Announcements

A. Senator Jones shared that many employees received a letter of information explaining that Blue Cross/Blue Shield are no longer participating providers with Mountain States Health Alliance. President-Elect Belcher explained that Blue Cross/Blue Shield is currently in negotiations with Mountain States Health Alliance for a new contract, and if an agreement cannot be reached by June 30th, Mountain States Health Alliance will drop Blue Cross/Blue Shield as a participating provider. President-Elect Belcher shared that Human Resources will contact employees as soon as they have definitive information to share.

B. Senator Chamberlain inquired as to whether or not computers using XP will be supported after April 2014. Senator C. Massey noted that she has not been informed of an official date of discontinued support.

C. Senator Booher commented that in last week’s press conference, Dr. Noland indicated that he expects equity increases for this year, and she inquired of Dr. Collins if the increase would be realized in July or October 2013. Dr. Collins noted that in June, the Board approves any changes to any equity plans. Approval of the actual implementation of such a plan goes to the Board for consideration in October. Dr. Collins expects that the, across the board, 1.5% increase will be approved, but it is not official as of this time. Any equity increase will be separate from the across the board increase.

D. Senator Hill and Senator Bond visited Nashville to talk with legislators in regard to parking fees. This fall TBR will be launching some sort of pilot program with the University of Memphis; details of which were unclear. In addition, Senator Bond noted that a bill has been passed noting that State employees are now allowed to serve as election officers and receive payment for serving.

E. Dr. Collins noted that the parking garage is on schedule to open September 1, 2013. The structure will be brick-faced with bricks being donated by General Shale. It is uncertain, at this time, if offices which will be included in the structure will be completed by September 1. Public Safety, Welcome Center, and a Subway with an outdoor seating area are some of the expected offices/areas considered to be components of the garage.

Adjournment – There being no other business to discuss, Senator Murphy motioned to adjourn the meeting; the motion was seconded by Senator J. Miller. The meeting was adjourned at approximately 3:15pm.

Submitted by Senator J. Ann Eargle

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Secretary