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

PRESENT: James Batchelder, Lisa Belcher, Lisa Bell, Brian Bennett, Gary Bishop, Carolyn Bond, Christy Buckles, Cindy Canter, Barbara Chamberlain, Ann Eargle, Carshonda Harris, Kathy Hawks, Tom Hill, Helen Jones, Butch Massey, Candy Massey, Mary Maupin, Diana McClay, Donna Miller, Joe Miller, Stefanie Murphy, Pat Myrick, Sandra Ritchie, David Robinson, Sue Russell, David Smith, Edith Tillman, Carla Warner, Cheryl Warner, and Josh Whitlock.


I. Call to Order

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

II. Approval of Minutes – Senator Robinson made motion to approve the minutes of the June 10, 2013 meeting. The motion was seconded by Senator Joe Miller. Minutes were approved as distributed and will be posted on the Staff Senate website.

III. President’s Report – President Christy Buckles

A. Report on Senior Staff – President Buckles shared some highlights from the meeting of Senior Staff. Due to inclement weather, it appears that the opening of the new parking garage has been delayed to late September – early October 2013. The weather has also caused a delay in the completion of an additional parking lot which includes an additional 200 parking spaces located behind Warf-Pickel. At one time, there was some discussion about closing South Dossett to allow for additional “green space,” but this area has not been identified as a target for closure in the 2013-2014 plans. The re-opening of the Treehouse will also hinge on the completion of the green space. Athletics will be hosting some exciting events such as “Let’s Talk Basketball”, possible coaching clinics, and some other planned activities. President Buckles shared that members of Senior Staff and she will be attending a University Advancement Comprehensive Assessment presentation tomorrow for the purpose of reviewing the findings of the consultant group that was contracted to analyze departmental structure, in terms of inner workings, in an effort to find out how to better manage resources, etc. The Student Government Association has contracted the 30|3 alternative rock bank for this year’s student concert slated for August 31st with ticket sales to begin August 12th. The event will be held outdoors. This year’s homecoming theme is BucWild! Committee 125 is coming to a close with reports expected shortly. President Buckles also noted that the last newsletter of her term will be distributed shortly.

B. November Meeting – President Noland is scheduled to attend the November meeting of the Senate which will include a Q&A session. Keeping lines of communication open is a large focus of Dr. Noland’s and one he considers to be of great importance. President Buckles asked that Senators bring questions and/or concerns to the meeting in hopes of a healthy discussion.

IV. Treasurer Report – Senator Whitlock reported that there is no change in the report from last month.
Holiday Drive account balance and CBC account balance has remained stable at $188.04, and $4,681.25 respectively. The main account balance currently stands at $141.96. Senator Whitlock noted that the Senate ended the fiscal year with a slight surplus and managed funds well this year.

V. Report on Standing Committees

A. Committee on Committees – No report.

B. Committee on Elections – In the absence of Senator Greenwell, President Buckles shared that Senator Greenwell is in the process of getting the new Senator nominations validated by Human Resources which necessitates reviewing nominations for verification of correct categories, length of service, etc. Once verification is received, ballots will be distributed via email. Nominations have been received for each category with the exception of category 7. Correspondence has been forwarded to college deans for the purpose of filling appointed seats. Correspondence has also been forwarded to Senators whose terms will be ending.

C. Communications and Website – The committee has been working on the picnic webpage and all photos received from the photo lab are currently posted.

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

E. Liaison Committee – No report.

F. Staff Awards Committee – In the absence of Senator Sullivan, Chair, President Buckles shared that all documentation for award recipients has been forwarded to Human Resources for the purpose of inclusion in employee files. In addition, information and instructions on the nomination process for the Staff Senator Award will be forwarded to Senators very soon.

G. Staff Concerns – Senator Bishop shared that there were two staff concerns brought forward over the past couple of months; both have been successfully satisfied. One concern was regarding the CPS/CAP certification/monetary increase and how it relates to base salary/transfers. Senator Bishop noted that the 9% increase for the successful completion of the CPS/CAP is applied to the employee’s base salary. In the case of a transfer, the base salary moves with the employee, and the rate of increase for a transfer is, in most cases, 4%. The second concern was in regards to equity in staff vs. faculty awards. A college in the Academic Health Sciences submitted staff award requests. The requests were rejected which sparked concern among some staff members. Upon investigation by Senator Bishop, he was able to ascertain that faculty awards are funded through the university and individual colleges, whereas staff awards are funded solely through the foundation. A number of staff positions are not part of a college or larger entity and could potentially employ as little as 3-4 staff members. In order to provide awards for some of those folks, the departments would have to bear the financial responsibility, and the provision for such awards could cause departmental hardship. As a result, from this point forward, individual staff awards will no longer be offered other than those provided by the foundation in an effort to remain equitable. With the recent increase in the staff award amounts, staff and faculty awards are more closely aligned.

H. Staff Development and Evaluation – No report.

I. Visibility Committee – No report.

VI. Report on Project Committees

A. Blood Drive – Senator Hawks, Chair, shared that the annual blood drive was a success – collecting 30 units. For future blood drive events, Senator Hawks noted that collaboration with other departments will be considered in an effort to capitalize on contribution. Senator Booher will be the serving as the liaison for the initiative until the next chair is identified.
B. **Staff Picnic** – Senators Tillman and Ritchie expressed their sincere appreciation to all Senators for the various parts each played in the success of the picnic. Senator Tillman noted that a full report will be submitted to the Executive Committee.

VII. **Old Business**

There was no old business to discuss.

VIII. **New Business**

There was no new business to discuss.

IX. **Announcements**

A. Senator Massey shared that due to impending budget reductions, a drastic change in the computer replacement program is expected. Confirmation of this change will be shared as information becomes available.

B. President Buckles commented that due to a decrease in enrollment for fall 2013-2014, we will need to identify new and innovative ways for increasing enrollment. It is important that our university message project one of collectivity, branding consistency, and the ability to market our university as one with a cohesive foundation. Senator Robinson shared that even though the university’s enrollment has decreased, the concern is one of a much larger scale and the cost of higher education seems is increasing nationally.

C. Senator Bond reported that the student workers currently employed at Bucky’s Food Pantry are excellent. Additional shelving has been installed. Senator Bond reported that the Haven of Mercy will accept the “dated” food. The College of Medicine has been cultivating a community garden and is willing to offer a portion of their fresh vegetables to the pantry. Pantry awareness remains an issue, and Senator Bond noted that she plans to solicit the help of Ms. Clements, Director of Marketing, in an effort to identify ways of advertising the benefits of the pantry.

Adjournment – There being no other business to discuss, Senator Robinson motioned to adjourn the meeting; the motion was seconded by Senator Joe Miller. The meeting was adjourned at approximately 3:00pm.

Submitted by Senator J. Ann Eargle

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Secretary