STAFF SENATE MEETING
MINUTES
November 10, 2014

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


FRIENDS OF THE SENATE: Vanessa Canter

EXCUSED: Lisa Booher, David Collins, Tim Dills, Kristin France, Charvi Greer, Tom Hill, Butch Massey, Jessica Miller, David Smith, Sandra Ritchie and Josh Whitlock

UNEXCUSED: Jennifer Rice

I. Call to Order – President Elect Brian Bennett called the meeting to order at 2:34pm.

II. Approval of Minutes – Secretary Smith apologized for several mistakes in the minutes. Corrections were made and the amended meeting minutes of October 13, 2014 were approved.

III. Special Guest Presentation – Ronda Gross, Counselor – Scholarship Office
Ronda Gross presented the newest scholarships which are being implemented in order to increase enrollment at ETSU and to offset the outcome of the Tennessee Promise initiative. These will go into effect fall 2015. The complete presentation is attached for your review. If you have any questions, please feel free to contact Ms. Gross at the Scholarship Office at 439-7094 or at scholarshipoffice@etsu.edu

IV. Special Guest Presentation – Cheyenne Peavler – Department of Sustainability, DOT program
Cheyenne Peavler spoke on the topic of The Do One Thing (DOT) campaign. The campaign is in full swing at ETSU. Throughout the fall semester, students, faculty, and staff have been committing to “do one thing” to lessen their impact on the environment. In order to accomplish this, participants sign a pledge to commit to one sustainable action for at least one month. Pledges range from energy conservation measures such as switching light bulbs over to LED bulbs to dining habits such as eating less meat each week. Everyone that pledges receives a button that corresponds to the category of the action they chose to accomplish. Most commitments fall into one of six categories - material consumption, water, waste, energy, transportation, or food. Pledges will be accepted throughout the spring semester as well. Collected pledges are rolled up and placed in recycled plastic bottles. A graphic design class under the direction of Dr. Kelly Porter within the Department of Art & Design will construct a sculpture that incorporates all the bottled pledges. In January, the sculpture will be installed in the lobby of Charles C. Sherrrod Library and will showcase the efforts of students, faculty, and staff that have made these important commitments. Ms. Peavler noted that even the simplest efforts can have a large impact when everyone’s actions are combined. These actions result in energy and water savings as well as waste reduction, among other outcomes. Individuals are welcome to undertake other sustainable actions throughout the year and may pledge multiple times. Sustainability interns collect pledges at the DOT booth each week and are located at various areas on campus. If a DOT participant pledges to commit to an action within each category and all buttons are collected, participants will be entered into a prize drawing at the end of the year. Those who share pictures of themselves acting out their pledge on Facebook, Twitter (use #dotETSU), or through
gogreen@etsu.edu will receive a reusable Starbucks cup and will be entered into the DOT photo contest. The DOT campaign is sponsored by the ETSU Department of Sustainability, Charles C. Sherrod Library, and ETSU Department of Art and Design.

V. President’s Report – President-Elect Brian Bennett

President-Elect Bennett noted that at Senior Staff, Dr. Bach discussed projected and stretch goals for enrollment, along with how administrative offices will work towards goals and track progress. The projected goal is to have flat enrollment for Fall 2015, offsetting TN Promise by recruiting at least 256 students. The aggressive stretch goal is 578 additional students.

President-Elect Bennett shared that ETSU is looking to open a facility at Strawberry Plains, near Knoxville. The timeline included offering the first class in January 2015, opening the office in March 2015 and potentially offering undergraduate and graduate programs by August 2015. The programs being considered for Strawberry Plains include BS in Mass Communication, BS in Psychology, a cohort of the Ed.D, BS in Special Education, Early Childhood and Computer Science. Staffing for the site is expected to start in Spring 2015 with a site coordinator to start relationship development with Pellissippi State Community College. Staffing will grow as enrollment needs increase.

President-Elect Bennett commented that Dr. Noland was pleased with our Q & A session conducted at the VA on October 31, 2014 and shared that Dr. Noland is open to more of these. It is hoped that three will be scheduled for the Spring 2015 semester.

VI. Treasurer Report – Senator C. Massey

reported the general account balance as $7,109.80; the Holiday Drive account balance as $1,317.48; and the balance of the Community Benevolence account holds a balance of $4,481.25.

VII. Report on Standing Committees

- Committee on Committees – No report
- Committee on Elections – No report
- Communications and Website – Senator Chamberlain reported that the committee had met twice this month and continued to encourage everyone to email updates to her at knight@etsu.edu.
- Community Benevolence Committee (CBC) – No report.
- Liaison Committee – No report
- Staff Awards – Senator Burton reported that the Staff Awards Committee had met and they are working on getting all nomination forms updated and placed on the website for Staff Awards 2015.
- Staff Concerns – No report
- Staff Development and Evaluation – No report
- Visibility – Senator Hoyle reported that the new flier for the Holiday Drive has been distributed.

VI Report on Project Committees

- Blood Drive – No report
- Staff Picnic – Senator Rowland reported the date for the 2015 Staff Picnic as May 15. The committee is accepting theme suggestions.
- Holiday Drive – Senator Collins reported that 2 food pickups have been made. The food received is being stored at the CPA. The committee will be sorting the food on November 20 & 21, and will be distributing food on Nov. 24. To date, the committee has received 151 requests for food boxes with more expected. Anyone that would like to assist in the sorting or distribution, please contact Senator Collins.
- Convocation – No report
• **Bylaws / Constitution** – Senator Thompson opened discussion for changes to the Constitution with the hopes of a vote. A lengthy discussion ensued in several areas of suggested changes. As the discussion evolved, Senator Thompson noted that as the chair of the committee, he would meet with committee members to flesh out the details of changes and would present the updated Constitution prior to the next meeting for review by Senators. He will seek approval at the next meeting.

VIII. **Old Business** - None

IX. **New Business** - None

**Announcements** Senator Jones reported that approximately 220 coats were collected during the Coat Drive. All remaining children’s coats were given to Little Bucs. There are still about 80 coats available. Coats are being stored in Bucky’s Food Pantry. If anyone is aware of students who are in need of a coat, please have them contact the Food Pantry or Senator Jones.

**Adjournment** – There being no other business to discuss, a motion was made to adjourn. The meeting was adjourned at 3:41.

Submitted by Senator Kristi Smith

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Secretary

Attachment: Presentation – Ronda Gross, Scholarship Office