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: None.

EXCUSED: Gwen Bays, Kristy Buchanan, David Collins, Ann Eargle, Carshonda Harris, Katie Jeter, Pam Marston, Stephanie Murphy, David Smith, Brian Thompson, Scott Vaughn, Josh Whitlock and Amanda Worley.


I. Call to Order – President Elect Brian Bennett called the meeting to order at 2:32pm.

II. Approval of Minutes – A motion was made by Senator David Robinson to approve the minutes, and Senator Barbara Chamberlain seconded the motion. Everyone agreed by saying I.

III. Speaker – Doretha Benn, SGA President spoke about and encouraged everyone to attend the ETSU Relay For Life event that will take place on Friday, April 24th from 2pm – 2am on April 25th. The event will take place in the Quad area or in the Mini Dome if it rains. She would like for Staff Senate to form a team or to at least come out and support the teams that are there to raise money for cancer research and awareness. You are not required to stay the whole night. There will be food and games available. Come and show support to the Survivors, Caretakers and those who are struggling with the loss of a loved one due to cancer. Walk a lap or two and help make a difference.

IV. Speakers – Randy Byington & Vincent Thompson presented presentation on Microsoft 355
   - Mailbox size 1 GB vs 50 GB
   - Q: vs One drive (1.5 GB vs 1 TB)
   - SAME EMAIL SYSTEM FOR ALL USERS
     1. Students would be on same email system system as Faculty & Staff
     2. Student@etsu.edu, no longer Student@goldmail.etsu.edu
     3. Calendaring appointments could include students
     4. No more changing of email systems while transitioning between employee & student
     5. Students still maintain address after graduating.
   - OTHER BENEFITS
     1. Each user can install Office 365 on 5 computers & 5 mobile devices – including personal devices
     2. Works with touch screen devices
     3. Applications (Word, Excel, etc) still installed locally. Can still work if network is down. We can still control when updates are applied.
     4. Files can be shared among all users (Faculty, Staff, Students)
     5. Files can be stored on local computer, in MS OneDrive, or in a synced folder that duplicates it in both places
     6. If away from office or personal computers, can still access your files land use the web version of the Office products (some features not available)
• **CAUTIONS**
  1. Since Office 365 can be installed on personal devices, possible to share personal files in professional environment
  2. Sensitive data can be stored on personal devices

• **COST**
  1. Cost of current Microsoft Campus Agreement $114,644
  2. Cost of additional Office 365 features $0

V. **President’s Report – President Elect Brian Bennett** In the absence of President Whitlock, President Elect Bennett read the following:

  • The university is in solid shape. At the last senior staff meeting Dr. Noland gave an update on legislation in Nashville. House Bill 981 is the motel tax which would be a two cent increase for motel taxes. Some of those proceeds would help with Arts Center funding and renovation for Freedom Hall. The Senate bill was passed and the House Bill is expected to move forward.
  
  • House Bill 675 and Senate Bill 612 would expand residency to include individuals that attended a TN school for three years and were residents for a year prior to enrollment in a TN college. It would be an inclusive move that could bring in more students that would otherwise not be able to afford out-of-state tuition.
  
  • An important set of bills is HB 1158 and SB 1276. If passed, job evaluations would be sealed. They would be confidential.
  
  • Andrew Worley, the Emergency Management Specialist, presented at the senior staff meeting. He presented the findings on a survey to the student body on emergency preparedness. Most students expect faculty and staff to know what to do in the event of an emergency. He makes a point of going through a building and familiarizing himself with the location of emergency exists, fire extinguishers, and AEDs. This would be good for everyone to do.
  
  • Dr. Jeff Howard, the Dean of Students, gave update on the Sexual Misconduct Leadership Team. He discussed a 45 minutes student climate survey that the TBR is sending out to students. They are also looking into training software to share with students and they plan to have a bystander intervention program implemented by the fall.
  
  • There was discussion about forming a parking committee to discuss various options such as priority parking and valet parking.
  
  • There was discussion of a faculty & staff appreciation week during the last week of the semester that could culminate with the Spring Fling.
  
  • SGA elections will begin April 16th and there will be a new SGA president by April 28th. Following Doretha Benn will be a challenge to that new president. The vote on the Culp renovation fee passed the SGA.
  
  • The Distinguished Staff Awards Nomination period is open from April 6 to April 17. The notification was sent to both staff and faculty. President Whitlock has access to the Staff mailing list. He asked Faculty Senate President Dr. Virginia Foley to forward the notification email that was sent out to staff.

VI. **Treasurer Report** – Senator Massey reported the general account balance as $7,109.80; the Holiday Drive account balance as $204.03; 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** – No report.
- **Community Benevolence Committee (CBC)** – No report.
- **Liaison Committee** – No report.
- **Staff Awards** – Senator Burton reported that nominations for Distinguished Staff Awards were open and that only 12 nominations had been received to date. This is down dramatically, but there is still time for nominations to be received. Senator Burton encouraged everyone to nominate and to have your department nominate someone who has done an outstanding job. Awards will be presented at the Staff Picnic on May 15th.
- **Staff Concerns** – No report.
- **Staff Development and Evaluation** – No report.
- **Visibility** – No report.

VI. **Report on Project Committees**

- **Blood Drive** – Senator Roberson stated they had met with Mike from Blood Assurance. Everything is set and ready to go. The next blood drive is set for Tuesday, June 2nd. Mike will be set up at the Staff Picnic to take reservations. Any reservations not made at the picnic, will need to be emailed to Senator Roberson at Roberson@etsu.edu. Fliers for the event will be distributed in a couple of weeks. And it will also be on the marquee. Our goal is set for 40 units for that day! Senator Roberson will bring the reservation form to the May meeting for us to sign up.
- **Staff Picnic** – Senator Rowland stated that the picnic date is Friday, May 15 and she also had fliers to pass out to all senators. Everyone was asked to take one and display it in their department to help spread the word. Encourage your fellow employees to take part in the picnic. Entertainment, door prizes, and food have all been confirmed. There will be grilled hamburgers at the event and dessert will consist of game-day food such as popcorn and peanuts. The theme is Take Me Out To The Ballgame. If anyone has any suggestions for possible door prizes, please see Senator Rowland. The committee feels the more they have, they better chances people will have of winning! The contest this year is to decorate a shirt in your favorite sports theme.
- **Holiday Drive** – No report.
- **Convocation** – No report.
- **Bylaws / Constitution** – Senator Bennett stated the committee had reformatted what they were looking at. Senator Thompson was not able to be at the meeting today, so we will defer to next month.

VII. **Old Business** - None

VIII. **New Business** – None

IX. **Announcements**

X. **Adjournment** – There being no other business to discuss, a motion was made to adjourn. The meeting was adjourned at 3:33 p.m.

Submitted by Senator Kristi Smith

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Secretary