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, Chris Collins, Ann Eargle, Charvi Greer, Pam Marston, Dianne Pittarese, Sandra Ritchie, Brian Thompson and Libby Tipton.

UNEXCUSED: Lisa Belcher and Barbara Chamberlain

I. Call to Order – President Whitlock called the meeting to order at 2:31 pm. In Meeting Room 6 of the Culp Center.

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

III. President's Report – President Josh Whitlock President Whitlock reported the following:

He began by thanking the Picnic Committee and all the senators for their work on the picnic. It was fantastic. You could tell that folks really enjoyed the prize give away. The snow cones, popcorn, and cotton candy were terrific additions. This was an amazing team effort. President Whitlock said he had been studying Servant Leadership in the ELPA program, and it was certainly demonstrated at the picnic. Thank you!

The Senior Leadership Retreat follow-up for the end of term was last month. Karen King gave an update on Information Technology Services. She asked that everyone help her with the rebranding of OIT, ATS, and eLearning to ITS. So please refer to that combined office as ITS. She is working with Gartner consulting to evaluate / audit the combined group of 70 people and 10 groups. Gartner will assist with contract reviews, access to IT research, and a reorganization of personnel. Dr. King has also been interviewing everyone in ITS to better understand what everyone’s role is. She then presented on what each unit in ITS has been working on:

- ATS's work involves management of the website content management system. They are also working on an accessibility audit over the next year.
- Everyone should be familiar with the ITS Help Desk.
- Digital Media Services is working with the Doc Soft Server to do automatic captioning.
- Information Systems is working on a variety of new technologies for the administrative computing systems across campus.
- Instructional TV provides technology support for those classes offered via ITV.
- Networking and Telecom makes sure the network and phones are operational.
- Online Marketing is looking at ROI for bringing in new students.
- Special Projects is working on lecture capture technology.
- Systems is working on cluster computing. We have two clusters: Blackpearl and Knightrider.
- User Services completed the computer replace a few months back, and they are working with Microsoft’s System Center Configuration Manager (SCCM) to manage campus hardware and software.

Dr. King identified issues for ITS to work on. ITS will work with academic units to enhance support of Research Computing. ITS will end the Thin Client work and bring back desktops. ITS will work to increase bandwidth. ITS will look at cost savings with the computer replacement cycle.
Dr. Noland then gave a budget update. There have been lots of recruiting activities to bring in students in light of TN Promise. Dr. Noland and the enrollment services staff have visited 60 high schools in 16 months, and the university has invested in Royall & Company to expand our applicant pool. The group talked about a timeline for implementing RCM. While there was call to begin implementation over the 2015-16 year, there was also call for strategic planning based on operations rather than solely budget before proceeding. A walkthrough of Governor Haslam’s 2015 budget followed next. The Fine Arts Building will get $28 million meaning we will have to raise more than originally planned for, but it was either increase our fundraising or risk losing out on the project altogether. There was a nonrecurring $5 million and a recurring $350k put in the governor’s budget for running the welcome center and museum at the Gray Fossil Site. A portion of the nonrecurring amount will go towards the Fine Arts Center.

ETSU requested an additional 3% maintenance fee increase beyond the 1% currently calculated for ETSU which would allow for a 1.5% equity pool fund, the ability to create new tenure track faculty lines and support for units on campus such as the Counseling Center, and the VA.

Capital Projects were discussed next. In the coming years, there will be the Fine Arts Center, $40 million Culp renovations (students voted to approve a fee to cover the cost), renovations to Lamb Hall, the football stadium, a new Data Center, and Greek housing is moving up to Buc Ridge this summer. This means parking will be an issue and the parking committee is working on ways to reduce that pain point. The Culp renovations will result in the ramp next to the amphitheater going away, as well as the parking area behind Nicks Hall. That area will likely be used for construction staging. The Culp renovations will bring new food service options to campus for students. Students that stay on campus and enjoy their experience do better academically in terms of persisting to graduation.

A new interim governance committee will begin meeting at the end of the month. This will replace the old Senior Staff committee that had been meeting. Under the Senior Staff model, the Staff Senate President was a member. Under the new committee, the Vice presidents of the Senates (Faculty and Staff) will be members, meaning that there will be more continuity.

An update on RCM was given. Moving to this budgeting model will require education and training. This will require more financial knowledge than the old centralized budgeting model. Risks in moving to RCM include resistance via fear of what it will mean to individuals. It will require a cultural shift and the campus needs to understand why we need to change.

Brian Henley gave an update on Admissions efforts to bring in more students. There is an effort to enhance customer service, make the campus visit experience more personable, and increase applications via Royall & Company. Accordingly our applications and Orientation numbers are up, but housing applications are down. Enrollment is projected to be flat, as opposed to hundreds less due to TN Promise.

Finally, there was a campus safety update related to Student Affairs work. They have a team to access and work on communications, responses, and education about Cleary Act crimes.

Things have been relatively quiet here. The biggest news for the Senate is that Brian Bennett is going to switch from Staff to Faculty in August. That means he will no longer be a senator and no longer our president-elect. The executive team has discussed this and Senator Dills talk more about that during his committee report. He also wanted to congratulate Brian. This is wonderful for him and we should all be proud of him and the leadership he has shown on the senate.

IV. Treasurer Report – Senator Massey reported the general account balance as $950.91; the Holiday Drive account balance as $204.03; and the balance of the Community Benevolence account holds a balance of $4,481.25.

V. 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 –
o Senator Tom Hill spoke about the new POW/MIA exhibit that is coming to the Reece Museum on July 6. Rolling Thunder will escort the exhibit. Senator Hill gave kudos to Randy Sanders, Director at the Reece Museum for paying for the travel expenses related to the exhibit. William A. Robinson, the longest-held enlisted prisoner of war in American history, will be the guest speaker during an opening reception for “Victory from Within: The American Prisoner of War Experience,” a national traveling exhibition to be shown at the Reece Museum. The 1,200-square-foot exhibit, which is designed to educate the public about the stories and sacrifices of American prisoners of war, opens Monday, July 13, and continues through Sept. 18. The opening reception will be held Thursday, July 16, from 4:30-7 p.m. at the Reece Museum, and will include a POW/MIA tribute by members of Tennessee Chapter 4 of Rolling Thunder Inc., in addition to Robinson’s remarks.

o Senator Hill & Senator Helen Jones reported that Bucky’s Food Pantry is still experiencing the need of food. Any donations are appreciated. Stay tuned for the coat drive coming up in October.

- **Staff Awards** – Senator Burton stated she hoped there were no conflicts regarding the awards that President Noland gave out the week prior to the picnic. She feels that the ETSU staff needs to be aware that those awards were clearly from him and had nothing to do with the awards given by Staff Senate. Senator Burton gave praise to her committee members for their hard work and pulling everything together! She also reported about the process for the 2015-2016 Career Award. The committee has identified the award nomination window, which will be August 17th – August 28th. The award will be given out at the Convocation this year on Tuesday, Sept. 29th. Our Staff Awards committee officially ends with August and the new Staff Awards committee begins with September, but we need to get the processes – nominations, selection, trophy and check ordered – to allow time for completion prior to the September 29th award date.

- **Staff Concerns** – No report.

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

- **Visibility** – No report.

### VI. Report on Project Committees

- **Blood Drive** – Senator Roberson stated that the ETSU blood drive was held on Tuesday, June 2nd. We had 56 reservations for donation prior to June 2nd. The committee members worked a minimum of two hours on the Blood Drive day for greeting and registration. She spoke with Mike Patterson on June 4, 2015 and final results are as follows: 41 donors presented and 33 procedures were performed (8 were deferred). There were 4 short draws (donor clotted so donation was short). The net was 29 good units which means up to 87 patients may be saved by the generosity of the Staff Senate. Our original goal was 50+ appointments and hoping to collect 40 pints. It is still significant, however, a bit disappointing. Each individual who made an appointment received an e-mail or a telephone call and still with our busy schedules we had several who did not show. Of all the appointments there were 4 men who made reservations and donated. Maybe we need to look at a different date for the blood drive. This committee was great to work with.

- **Staff Picnic** – Senator Rowland thanked everyone for their assistance and efforts with the Staff Picnic.

- **Holiday Drive** – No report.

- **Convocation** – No report.

- **Bylaws / Constitution** – President Whitlock stated that given the fact that we have an issue with the president elect that is not covered in our bylaws & constitution with the proper ways of succession, the current changes to the bylaws & constitution would be deferred.

### XI. Old Business – None

### X. New Business

- Senator Dills stated that in hopes to solve our current problem regarding our president elect, he made a motion that Article IV of the constitution be amended to allow Josh Whitlock, current Staff Senate President, extend his term as President for the 2015-16 year. Josh will then assume the role of Past President for the 2016-17 year. A new President-Elect for the 2015-16 year will be elected once the new Senate is seated in September. Current President Whitlock then removed himself from the room, while President Elect Bennett led senators in a brief discussion. Paper ballots were distributed to everyone. Upon counting the votes, current President Whitlock was unanimously re-elected.
• Senator Dills stated nominations for the Senate’s annual election will be open from June 17 – July 1. Staff members may place their own names in nomination. If you are unsure of a nominee’s EEOC category, contact Human Resources at 439-4457 or Senator Dills. You may nominate as many individuals as you wish. All nominees must be regular, full-time or part-time staff members, having been employed at ETSU for a period of not less than one year as of June 30, 2015, and employed in a position designated as one of the EEOC categories listed. The nominee should have a willingness to serve in the capacity of Staff Senator during this term, if elected. Nominees will be verified with Human Resources before being placed on the ballot. The election will be held July 13-24, 2015. Newly elected Senators will serve a three-year term, beginning September 1, 2015 and expiring on August 31, 2018.

• Jennifer Rice brought up the SGA resolution asking that the parking lot behind the Culp Center be converted to Student Parking. The resolution is nonbinding; however, staff concerns about the loss of parking spaces with pending construction should be heard. President Whitlock asked if there was a motion to draft our own resolution to keep the parking lot for staff. Staff Senate advisor, Dr. Collins, pointed out the parking committee, which has staff senate representation, is hearing those concerns and working to address them. No motion was made for a resolution on the matter.

XI. Announcements – None.

XII. 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