STAFF SENATE MEETING
MINUTES
February 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


EXCUSED: Lisa Bell, Chris Collins, David Collins, Helen Jones, Chris Loveday, Pam Marston, and David Smith.

UNEXCUSED: Freddie Hill.

I. Call to Order – President Lisa Belcher called the meeting to order at 2:30pm.

II. Approval of Minutes – President Belcher called for corrections to the minutes of January 13, 2014. With the exception of a minor punctuation edit, there were no corrections to the minutes; the minutes were approved as edited.

III. President’s Report – President Lisa Belcher

A. Welcome New Senator – President Belcher welcomed Senator Connie Wyche as the newest Senate member having been appointed by the College of Education.

B. ETSU Staff Woman of the Year Award – President Belcher shared that the nomination process for the ETSU Staff Woman of the Year is now closed. President Belcher shared that Senator Warner, Ms. Harriet Masters, Ms. Sara Bradford, and she are the committee members who have been tasked with review of nominations for the purpose of identifying a recipient of the award.

IV. Treasurer Report – Senator C. Massey reported the general account balance as $6,765.22; the Holiday Drive account balance is $172.48; and the balance of the Community Benevolence account holds a balance of $4,481.25.

V. Report on Standing Committees

A. Committee on Staff Concerns – Senator Massey, chair, made a motion to approve the Staff Senate Concerns form which was shared via email transmission. Clarification regarding the form was discussed. Senator Robinson shared that the form is not mandatory in order to submit a concern, but will be used as a vehicle to determine the direction in which the concern should be forwarded in an effort to begin the process toward solving issues/concerns. However, if a staff member would like to be contacted regarding the resolution of a complaint, contact information will need to be provided on the form. Otherwise, the complaint is completely anonymous. The form can be found on the Staff Senate website as a fillable form. Motion was approved and carried.
VI. Old Business – There was no old business to discuss.

VII. New Business

A. Food Drive for Good Samaritan Ministries – Senator Burton shared that she received an inquiry from a past senator regarding interest in participation in a food drive for the Good Samaritan Ministries. A newspaper article indicated that Good Samaritan Ministries was in dire need of food items for their food bank. A Senate discussion ensued. Due to Senate’s commitment to Bucky’s Food Pantry, Senate members were in agreement that the Senate could not make a commitment to the ministry, but the need for help could be passed on to student organizations who may be willing and able to take on the responsibility. Senator Burton will contact Ms. Leah Adinolfi in an effort to determine if the need could be satisfied through an alternative organization.

Currently, the Senate supports Bucky’s Food Pantry, and the pantry remains our main focus. Senator Hill, co-chair of Bucky’s Food Pantry, shared that the pantry is in need of items including cereal, jelly, peanut butter, pasta and several other items. A list of needed items can be found on the Bucky’s Food Pantry website. The pantry depends on donations from staff and faculty members of the university to stock the shelves. During the month of December, 54 baskets were provided to folks in need. From the time the last basket was filled in December, 18 additional baskets have been filled. Senator Hill shared that the need is great, and applications for help are being received daily. Due to the large need, there is a possibility of forming a standing committee for the pantry comprised of members of the Staff and Faculty Senates and members of the Student Government Association. Senator Hill noted that there is an excess of corn, beans, soups, and peas and due to the excess, it may be possible to conduct a “trade” with Good Samaritan Ministries. Bucky’s Food Pantry would like to provide for our own first, but if there is a way for collaboration with another ministry, it would be a welcome possibility.

B. Staff Convocation Adhoc Committee – President-Elect Whitlock shared that there is a need for a Staff Convocation Committee for fall 2014. He shared that the Picnic Committee has proven to be impressive in the incorporation of creative ideas from Senators as a group. President Belcher shared that in previous years, the President-Elect handled and directed all decisions for the Staff Convocation. President-Elect Whitlock made motion to create an adhoc committee for 2014 Staff Convocation. The committee is not intended to become a standing or project committee. The motion was seconded, and was carried. President-Elect Whitlock will chair the committee and Senators who are interested in serving on the committee should contact President-Elect Whitlock.

VIII. Announcements

There were no announcements.

Adjournment – There being no other business to discuss, a motion was made to adjourn. The meeting was adjourned at approximately 2:45pm.

Submitted by Senator J. Ann Eargle

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Secretary