STAFF SENATE MEETING
MINUTES
April, 11, 2016

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: Kristy Buchanan, Helen Jones, Jennifer Rice, and Wayne Winkler

UNEXCUSED: Carshonda Harris, Chris Loveday, Brandi Nave, Debra Roberson, Cynthia Weaver, and Connie Wyche

I. Call to Order – President Whitlock called the meeting to order at 2:32p.m. in the Forum Room of the D P Culp Center.

II. Approval of Minutes – A motion was made by Senator David Robinson to approve the minutes, and Senator Kathy Smith seconded the motion. The motion passed unanimously.

III. President’s Report - President Josh Whitlock reported the following:

1. At the last IUC meeting the task force for the review of stipends and extra compensation presented on their work. The task force reviewed stipends and extra compensation for 2015. Several issues where the policy was either not being followed or could not be followed due to structural issues were noted and recommendations made to correct this. A recommendation of particular interest to the staff senate is the establishment of a job audit pool to pay for audits, promotions, and transfers. There are several departments that would like to increase the pay of their employees but cannot afford to do so. Therefore, this job audit pool would be very beneficial. Another recommendation was that promotion increases go from 4% to 8%. This task force was part of the Administrative Structures Review Committee.

2. Dr. Karen King discussed progress with the Adobe partnership. The partnership is unique to ETSU and this region. It will be used to teach and certify students with a broad range of Adobe products.

3. Dr. Hoff presented on strategic planning. He said that the TBR requires a strategic plan in April, but ETSU will continue working on the plan after that time. The weaknesses identified in the SWOT analysis were the budget, bureaucracy, and administrative bloat. The main opportunity pointed out was marketing. Domains of excellence included students, community, faculty, research, and select programs.

4. Dr. Noland gave the president’s report. ETSU will receive $2.9 million based on the funding formula. The budget for Spring is solid. The goal is to build a rainy day fund and also work on a 1.5-2% salary increase pool. There were a number of legislative bills discussed, including tuition and fee caps, guns on campus, free speech, diversity, and outsourcing. The cap on tuition and fees bill was shot down. Guns on campus will likely move forward. The fire bill (free speech) bill failed. It would have allowed any space on campus to be open to exhibits like the anti-abortion exhibit last month. Dr. Noland reiterated that ETSU will not opt into outsourcing barring unforeseen substantial cost savings. The FOCUS bill moves forward. The current timeline expected is that there will be board appointments in October and board training in November. Construction is moving along on the football stadium and the ITS data center.
5. The executive committee met with Dr. Noland late last month. Several items that were to be raffled off at the Easter Egg Hunt will be given to the Senate to be raffled off at the Staff Picnic. Vice Presidents are cataloging policies in preparation for the local governing board. A committee will be assembled to finish work on updating ETSU policies and their work will be completed by May or June of next year.

6. The IUC will not meet until April 25 due to information from TBR concerning fee increases and a potential impact on our budget.

IV. **Treasurer Report** - Senator Rowland reported the following:
   1. General account balance as $7,290.53
   2. The Holiday Drive account balance as $211.13
   3. The balance of the Community Benevolence account holds a balance of $4,481.25

V. **Report on Standing Committees**
   1. **Senator McKinley reported on the Staff Awards Committee:** The nomination window for various staff awards will be opened till April 15th. As of today, there are only 6 nominations. The committee will meet and review nominations on May 2. Following that meeting, names will be submitted to The Trophy Shop and also a request for monies will go to Senator Rowland. Awards will be given at the Staff Picnic.

VI. **Report on Project Committees**
   1. **Senator Rowland reported on the Picnic Drive:** The Staff Picnic is planned for Thursday, May 19th from 12:30 – 2:30 in the Quad area. The Firehouse will be catering lunch! Prize donations are starting to come in. If you have any donations, please see Senator Rowland or Senator France. Senator Hoyle designed the picnic flyer. Senator Lisa Booher stated that the Pie Eating contest could not take place, due to regulations. Therefore, the flyer would need to be edited. Watch your email for new flyers. Please share these with your department.

XII. **Old Business** None.

XIII. **New Business**
   1. Senator Murphy stated there were some vacancies within the Committee on Committee that needs to be filled. Anyone interested, please email her at murphys@etsu.edu.

IX. **Announcements** None.

XII. **Adjournment** –

The meeting was adjourned at 3:07 p.m. Motion to adjourn was made by Senator Robinson and seconded by Senator Tipton.

Submitted by Senator Kristi Smith
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Secretary