



## STAFF SENATE MEETING MINUTES November 13, 2017

**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>

**PRESENT:** Yaritza Abdelnor, Gwen Bays, Julie Blevins, Lisa Booher, Ann Eargle, Kristin France, Joy Fulkerson, Janet Green, Cynthia Hill, John Lane, Christine Loveday, Trish Lowe, Ronald Mann, Candy Massey, Crystal Maupin, Kathleen Moore, Gina Osborne, Dianne Pittarese, Sandra Ritchie, Debra Roberson, Hazel Robinson, David Robinson, Carolyn Sliger, Michelle Sullivan, Libby Tipton, Pat Van Zandt, Josh Whitlock, and Andrew Worley

**FRIENDS OF THE SENATE:** Vanessa Canter

**EXCUSED:** Jake Allen, Lisa Bell, Tim Dills, Jennifer Mayberry, Evelyn Roach, Kathy Smith, Kristi Smith, Rita Taylor and Gabe Tocci

**UNEXCUSED:** Jonathon Lykins and Faith Vaughn

**Resigned:** Sean Hoyle

- **Call to Order** – President Murphy called the meeting to order at 2:29 p.m. in Meeting Room 6 of the D. P. Culp Center.
- **Guest speaker** – Karen King presented the 2016 ITS Annual Report. Each individual in attendance should have received a copy of the report. If you did not get one, please let Senator Kristi Smith know and she will email you a copy. In addition to updates, Ms. King strongly suggested to give her feedback regarding IT communication in your department. Highlights from the presentation were \*The IT Help Desk was moved from Nicks Hall to the Library; hours and services extended. \* Currently working on obtaining software to allow staff to enter their own call tickets. \* Working to hire a new Help Desk manager. Century Link is on campus currently working. \* Installed Office 365 on campus. \* New computer replacement process and implementation. \* Chief Information Performance Officer on campus. \* Thinking about implementing an external email source if students approve. \* No plan to add Wi-Fi access to all outdoor spaces. \* Upgrade in progress to campus calendar, Plan-It renewed but not popular.
- **Guest speaker** – Dr. Wilsie Bishop spoke about the Aligned Institutional Mission Program {AIM} This program is a voluntary opportunity for member organizations to set and meet strategic goals; measure organizational alignment; and benchmark success in achieving 1 and 2 above. The program is multi-year, and designed to support continuous activity in organizational development and alignment.
  - Core components include
    - i. Mission Alignment, an opportunity for self-reflection
    - ii. Internal Accountability
    - iii. External Accountability
    - iv. Interprofessional Education & Practice
    - v. Knowledge Sharing
- This is a multi-year project \* ETSU is a pilot institution, one of 2 – the other being the University of Kansas. \* No cost to ETSU to take part in program. Travel cost only.

- **Approval of Minutes** - Minutes for October were approved with two corrections. Motions to accept them were made by Senators Robinson & Tipton. Everyone agreed.
- **University Council update** – Vice President France reported on the UC meeting from earlier today. She also encouraged everyone to visit the University Council website and view the minutes after they are posted.
  - Reminder that Holiday Lighting will take place tonight at 5:30 at the Carillon. Everyone invited.
  - 5.4% tuition increase and a recommendation for a 2.3% salary increase for 2018
  - A \$70 million request for a Humanities building to replace the current Campus Center building is now # 9 on the list of Capital projects. Dr. Noland stated projects are moving a lot faster w/ Gov. Haslam concentrating on Education.
  - Budgets – this year was supposed to be more of a transition year but it has turned into an implementation year. Dr. BJ King stated we are now ready to implement. It was voted on that any revenue earned above the initial projected amount would be divided in a 70/30 split. Dr. Noland felt this was a fair split and that other offices like Housing, Admissions and Financial Aid would get some recognition for their efforts in the enrollment increases. After an open floor discussion for any questions on the budget process, Dr. Noland declared that we are moving forward with the new model.
  - Dr. Angela Lewis presented a new policy PTP84 – Guidelines for waived or modified searches. Policy will be sent out for a 30 day review. This is regarding internal searches.
  - Dr. Karen King presented a new policy on research data. This too is out for a 30-day review.
  - SGA – is working on the spring Faculty / Staff Celebration. Dr. Epps and President Murphy are assisting.
  - Discussion of Civility week. Will be more of a series that will coordinate with the Footprints campaign.
  - Dr. Noland also mentioned the review of Title XI to discuss Women’s Sports.
- **Treasurer Report** – Senator Massey stated the balance in the Main Account is \$7,855.00. There was no activity in the other two accounts; therefore, the balance in the CBC Account remains at \$3,881.25 and the Holiday Drive Account remains at \$681.84
- **Committee Reports**
  - **Holiday Food Drive** – Senator Booher reported that collections were currently at \$2300.00, which is very short of what is needed. The invoice to Food City for \$2182.50 must be paid by November 15<sup>th</sup> in order to receive the discount. In addition, there is a vast shortage of food. The food we have has been sorted and we are ready to start bagging. Kroger graciously gave us 300 brown paper bags. Senator Sliger also stated that through a partnership with Bucky’s Food Pantry, Second Harvest Food Bank is allowing us to come purchase needed items from them tomorrow. They also are donating 10-pound bags of potatoes for each request we have. Our request at this time are lower than they were at this time last year. Names are still being accepted and can be given to Senators Booher or Sliger. Pickups will be Friday, November 17<sup>th</sup> in the warehouse at Central Receiving. Help is needed with distribution on Friday as well. Discussions will be forthcoming for the 2018 Holiday Drive regarding the assistance we give to Washington County students vs our own student and staff needs. We feel like our campus community comes first. Senator Booher will be requesting a campus wide desperate need email to be sent out ASAP.
  - **Liaison** – VP France reported the following:
    - Members have been assigned to attend meetings for Faculty Senate and Student Government Association (SGA) during the 2017-2018 Staff Senate year.
    - Chairperson Kristin France attended Faculty Senate on October 23, 2017. Her report is as follows:

- Dr. Susan Epps, President of Faculty Senate, said there is a request for Faculty and Staff Senate representatives to sit on the Committee for the Spring Fling.
- They were visited by *Accent* staff just as Staff Senate had in its last meeting. Suggestions from Faculty Senate were:
  - 1) Link in *Accent* to Grant page when an article discusses a grant project
  - 2) To not place *Accent* in the last Monday email of each month because they may not view it
  - 3) Link in the App to see *Accent*; possibly provide a Push notification
  - 4) Permalink to share only specific articles
  - 5) Link to click to be able to easily submit story ideas; currently there is a link on the "About" the *Accent* page
    - Mr. Troy Perdue, Deputy University Counsel, provided a presentation of the Free Speech on Campus. He was very thorough in discussing our legal rights within the First Amendment. Interesting points to us were the expansion of locations open to free speech on campus and what "free speech" means. For example, the preachers can freely speak with no repercussions. Another example is that Faculty must speak within their areas of expertise. However, if a student gets on a controversial subject, the faculty can engage carefully as long as it does not take up a substantial amount of time in the class.
    - Chairperson Kristin France attended the SGA meeting on October 24, 2017. They were having a meet and greet for new members. \* Senator Booher added in that the two areas were Borchuck Plaza and the Amphitheatre Area, and stated that the campus is looking to adopt a new free speech policy but it has not been finalized yet. They are looking at making almost anywhere on campus "free" as long as it's not blocking academic buildings, etc. There has been several other campus policies reviewed and the findings have been given to Dr. Mayhew. So, at this time the policy has not formally changed, we are still going by the existing policy where contact is made with Senator Booher to complete forms, etc. Barricades are placed on an as needed basis, based on the individual.
    - Senator Pat Van Zandt attended Faculty Senate on November 6, 2017. Her report is as follows:
      - i. President Susan Epps made several announcements regarding upcoming campus events, including the ETSU Board meeting on Friday, November 10.
      - ii. Dr. Wilsie Bishop, Vice-President for Health Affairs, gave a lengthy presentation covering several topics:
        - o Status of the pre-medical post-baccalaureate program in Tennessee. A campus committee is investigating ways to promote ETSU as a pre-health career destination university.
        - o Update on the Wellmont-MSHA merger. The merger has been approved in both Tennessee and Virginia. The systems have committed \$308 million to the merger over a 10 year period. Monetary investments include expanded access to health care (\$140 million), health research and graduate medical education (\$85 million), population health improvement including a 3<sup>rd</sup> grade literacy initiative (\$75 million), and a region wide health information exchange (\$8 million). Non-monetary obligations are around quality of care, data collection, and increased reporting to the public. The ETSU President will be a voting member of the governing board. The merger is expected to be finalized in January 2018.
        - o Aligned Institutional Mission (AIM) program. This is a voluntary opportunity for member organizations of the Association of Academic Health Centers to set and meet strategic goals, measure organizational alignment, and benchmark success. The program is multi-year, and designed to support continuous activity in organizational development and alignment.

- Building 60 on the VA campus. Currently under construction, it is planned as a center for interprofessional education.
- 1) There was a general discussion modifying the constitution or bylaws as appropriate so that there will be a procedure for filling a vacancy due to death or resignation of the senator. The Elections Committee will work on this.
- 2) There will be a resolution in support of DACA for discussion at the next meeting.
- 3) There was discussion and a vote (negative) regarding the need for Faculty Senate to review the university grade appeal process.
- Cares Committee - Senator Tipton spoke about the clean-up in Gatlinburg that occurred during Fall Break. There were 10 people on the van that consisted of faculty, staff and students. She then presented a video of the day. There is being another trip planned for January before school starts. Be looking and notify Senator Tipton if you are interested in going.
- Blood Drive – Senator Bays reported that the committee had met with Blood Assurance and the 2018 drive will be held in conjunction with the Staff Picnic on May 11 in the Mini Dome. The goal has been set at 75 units.
- **Old Business** – Dr. Noland stated he has turned the resolution we submitted regarding Sodexo over to BJ King to discuss with Dr. Sherlin.
- **New Business** – Senator Moore talked about the “No Waste November” event that will be happening on November 16 in the Library. Eight local thrift & clothing stores will be present to talk about ways to donate clothing to keep it out of the landfill, as well as to shop at thrift shops. Also, that afternoon there will be an event in which they will be collecting plastic shopping bags to make mats for the homeless.
- **Announcements** – Senator Fulkerson highlighted the Board approval of the 2018 Academic calendar stating we would be receiving 3 additional administrative holidays. {Good Friday, Veterans Day, and the Wednesday prior to Thanksgiving.} There were also changes to spring & fall break to coincide with St. Patrick’s Day & Halloween.

X. **Adjournment** - The meeting was adjourned at 4:01 p.m., as per a motion by Senators Roberson and Tipton.