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Staff Senate Agendas and Minutes

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9-13-2021

### 2021 September 13 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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EAST TENNESSEE STATE  
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Staff Senate

# Agenda

13-September-2021  
2:30pm – 3:30pm

- I. Call to Order**
- II. Roll Call – *via Zoom Reporting***
- III. Approval of Previous Meeting Minutes**
- IV. Treasurer’s Report – *David Finney***
- V. Vice President’s Report – *Anthony Johnson***
- VI. President’s Report – *Joy Fulkerson***
- VII. Committee Reports**
  - Standing Committees*
  - Project Committees*
- VIII. Old Business**
- IX. New Business**
- X. Announcements**
- XI. Adjournment**



## I. Call to Order

President Fulkerson called the meeting to order at 2:30pm. The meeting was conducted via Zoom on Monday, 13-September-2021.

## II. Roll Call – *via Zoom Reporting*

Members present: *Bays, Gwen; Canter, Vanessa; Caughran, Patricia; Edwards, David; Darden Margaret; Drew, Chasity; Finney, David; Fletcher, Erica; Fulkerson, Joy; Gosey, Annette; Greene, Cody; Hooven, Suzy; Horne, Kathi; Johnson, Anthony; Lowe, Trish; Ly-Worley, Barbi; Mann, Ronald; Massey, Candy; Maupin, Crystal; Mayberry, Jennifer; McCarty, Don; Moore, Skylar; Murphy, Stefanie; Rainbolt, April; Roberson, Veronica; Robinson, David; Robinson, Hazel; Sawyers, Amanda; Thompson-Joseph, Liz; Thompson, Brian; Tucker, Marc; Webb, Cathy; Williams, Alison*

Members absent with permission: *Early, OJ; Higgins, Rachel; Street, Tony*

Members absent: *Abdelnour, Yaritza; King, Kimberlyn; Pritchett, Chanc; Scalf, Christie*

## III. Approval of Previous Meeting Minutes

President Fulkerson called for a motion to approve the minutes from the last meeting.

Motion: David Robinson to approve

Second: Brian Thompson

Discussion:

Pass/Fail: All members present and eligible voted in favor. The motion ***passed***.

Abstentions:

## IV. Treasurer's Report – *David Finney*

1. Accounts balances

a. Main Account – \$11,458.2

b. Holiday Drive - \$2,627.58

c. Community Benevolence Committee - \$2,281.25

## V. Vice President's Report – *Anthony Johnson*

1. University Council Updates



- i. Athletics reported that all fall sports teams are well underway—football: record setting attendance, 9,700
- ii. Dr. King gave an update regarding budget and strategic plan committee.
  1. Book in some COVID revenue not yet spent
  2. Reflected some research dollars we were given to the centers on rural health for some new up and coming programs
- iii. Dr. Mayhew gave an update with Catherine Morgan and Kathy Feagins regarding APS changes coming in Fall 2022
  1. Panel discussions will be scheduled throughout the Fall and Spring semesters leading up to the changes
- iv. Dr. Hoff gave a presentation on the ETSU mission profile and statement
  1. Passed with no changes
  2. No proposed changes at this time; however, once the committee on 125 concludes, there may be some proposed changes next year
- v. Kay Linnen McGrew allowed Lori Erikson and Marlena to cover some university policies that were previously out for public review and comment
  1. Clary Act compliance policy with Public Safety
  2. Leave Policies were briefly discussed and approved by University Council
- vi. Dr. Atkins from Sherrod Library presented on bridging the digital divide and how ETSU was able to provide some resources for students as we went through COVID
  1. Approximately \$300,000 investment in hotspots and laptops
  2. Anthony will share student feedback for our review
- vii. Dr. Noland Reports
  1. Committee for 125 Ch. 2 is currently seeking external feedback. In the upcoming months, he will seek internal feedback
  2. Gave an update on COVID—we currently have 54 positive cases and 245 in quarantine on campus housing
    - a. We now have 3 full-time people doing contact tracing around COVID exposure
    - b. Continue to social distance and wear masks indoors
  3. ETSU Health is conducting vaccine clinics every week at various locations and testing clinics
    - a. ETSU is doing Johnson and Johnson vaccines
    - b. Partnering with Ballard Health to offer Pfizer first and second doses.
  4. Vaccine Challenge



- a. Several student winners and staff winners are in the newsletter
- 5. Annual Leave changes due to COVID
  - a. HR website—employees may be eligible for up to 7 additional days of COVID-19 leave, <https://www.etsu.edu/human-resources/>
- 6. Board of Trustee meeting will be Friday—updates on enrollment and retention
- 7. Undergraduate Admissions
  - a. Heather Levesque discussed enrollment
    - i. Down 400 over the last year
    - ii. First-time freshman is up 200; Transfer are up 66; Dual enrollment up 10; International student is up 19
    - iii. The lower enrollment was in our retained students
    - iv. Application month, Sept.—currently seeing 100+ a day
    - v. Recruitment plan—working with consultants and other external companies to redesign print materials and update the website; collaborative agreements across the state to increase diversity retention
  - viii. Equity and Inclusion conference registration ends soon
  - ix. New Chief Marketing and Communications Officer, Jessica Boston, working on the ‘Why Apply Campaign’

**VI. President’s Report – Joy Fulkerson**

- i. Dr. King made it clear that we need to be laser focused on retention
  - 1. What is our role in student success and retention
  - 2. We cannot have another year of decreased enrollment and expect to continue to see salary enhancements or even job retention
  - 3. Dr. Noland made a commitment that the salary enhancement will be no less than 3%.
- ii. Congratulations to new Senators
- iii. Senator role:
  - 1. Part of our role is to be good advocates for our peers; show up to meets and be fully engaged both listening and learning and asking questions; relay this information back as appropriate
  - 2. We also need to keep our eyes and ears open and listen and learn from our peers so we can uplift their voices to administration



- iv. We are currently working on our bylaws to review committees and determine their goals and objectives and function and really make decisions about which committees we need to keep and which committees we need to discard or combine.
  1. We have a need for immediate Chair openings for the Staff Concerns and Community Benevolence committees. Send Joy an email if you are interested.
  2. Committee work is important so it is vital that Senators attend these meetings and staff meetings
  3. Be active in the life of the university and attend meetings so you can be in the know so that we can best advocate for fellow staff members.
  4. We will be doing some staff orientation training in the Spring term
    - a. We will start some of that today by breaking out in small breakouts to get to know each other better and respond to two questions.
    - b. Q1: Think about the ways in which Staff Senate can best support staff here at ETSU?
    - c. Q2: Think about the ways in which Staff Senate can best support students here at ETSU?
    - d. Group responses:
      - i. Group 1—Senator Thomas-Joseph: discussed raising concerns that we see in our area to a higher level; a lot of people the group are experiencing vacant positions which means increased workloads (i.e. several custodial positions vacant); supporting staff can help support students; if staff are not overworked, and staff members are happier, hopefully, this would mean more time to work and address student issues
      - ii. Group 2—Senator Massey: we discussed that most of us were there to listen and to give our constituents a place to come and talk and give people a voice; we are overpowered by the Faculty, they have the most power and we need to work on increasing the power of the Staff Senate
      - iii. Group 3—Senator Greene: If you don't help fix things, you have no right to complain and that feels like that's kind of why we're all here



- iv. Group 4--Senator Darden: discussed listening to the concerns of other staff and bring those concerns forward; spreading recognition and awareness and knowledge of Staff Senate with the staff population and also students about the governance structure and model within ETSU; improving or enhancing policies so that we have an impact on day to day functions for staff; improving communication with staff and Staff Senate; working on relationship building with other departments; reminder to staff that we're here to serve students and having a greater presence for student events
  - v. Group 5—Senator Caughran: we need to develop ways to support staff (i.e. benefits, and other items that are available to staff); making sure that we relay information to other staff members
  - vi. Group 6—Senator Finney: we discussed many of the same topics already address by the other groups; be a voice for our constituents and listening to their concerns; new student involvement and inclusion efforts; staff mentors for students
- 5. A short survey will be sent out soon
  - 6. Reminders
    - a. Board of Trustee meeting Friday
    - b. State of the University, Oct. 8<sup>th</sup>
    - c. Celebrating ETSU's birthday

## **VII. Committee Reports**

### *Standing Committees*

- No reports at this time

### *Project Committees*

## **VIII. Old Business**

## **IX. New Business**

## **X. Announcements**

- The next Staff Senate meeting will be 11-October with location to be announced.
  - Update: meeting will be 18-October with location to be announced.



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Staff Senate

# Meeting Minutes

13-September-2021  
2:30pm – 3:30pm

## **XI. Adjournment**

The meeting was adjourned at 3:35pm.