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Staff Senate Agendas and Minutes

Agendas and Minutes

4-12-2021

2021 April 12 – Staff Senate Agenda and Minutes

East Tennessee State University

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*President -
Candy Massey*

*Secretary -
Anthony Johnson*

*President -
Candy Massey*

*Vice President -
Joy Fulkerson*

*President -
Candy Massey*

Staff Senators

I. Call to Order

II. Roll Call – *via Zoom reporting*

III. Approval of Previous Meeting Minutes

IV. President’s Report – *Candy Massey*

V. Vice President’s Report – *Joy Fulkerson*

VI. Treasurer’s Report – *Crystal Maupin*

VII. Committee Reports

Standing Committees

- Committee on Committees
- Committee on Review of Staff Awards Process
- Committee on Staff Concerns
- Committee on Staff Development and Evaluation
- Committee on Staff Senate Elections
- Communications and Website Committee
- Community Benevolence and Holiday Food Drive Committee
- Liaison Committee
- Visibility Committee

Project Committees

- Blood Drive
- Staff Picnic

VIII. Old Business

IX. New Business

- Appointment of new Senate Parliamentarian – Brian Thompson

I. Announcements

- University Council, Sub Council for Governance update – *Lisa Booher*
- Next Senate Meeting will be, Monday, 10-May in the East Tennessee Room – 3rd Floor, D.P. Culp University Center

II. Adjournment



EAST TENNESSEE STATE
UNIVERSITY

Staff Senate

Agenda

12-April-2021
2:30pm – 3:30pm

Committee on Review on Staff Awards Process

Chair: Tory Street

- Outstanding Senator Awards will open 4/19/21 – 4/30/21.
- Staff and Career Award Nominations will open 5/31 -6/13



Committee on Staff Concerns

Chair: Emily Redd

No meeting was held due to graduation business... But an email was sent out to the committee:

1. FYI: I was contacted by a member of the United Campus Workers. She was asking support for an open letter, I believe to the President, to prioritize vaccines for staff before fall semester starts. I suggested she contact Candy if she would like to discuss this with the Staff Senate as a whole.
2. Joy and I will work on getting together with HR to follow up regarding HR and formal procedure for inquiries or appeals
3. Our meeting with Keith Glover was a very good start. We have a lot of work to do if we want to improve equity for staff, and as you know, the wheels of justice move very slowly. But, conversations are being had. Some of the topics we discussed were:
 - a. Staff advocacy in HR
 - b. Validation for concerns even if nothing can be done within the current policy or budget
 - c. Taking action, even if a concern is sent in anonymous
 - d. Using our flyer to humanize our business partners – feature one each flyer
 - e. Training on advocating for yourself

Plans for a meeting in May are underway.



Committee on Staff Senate Elections

Chair: Anthony Johnson

The Committee on Staff Senate Election met on Monday, 5-April-2021 and discussed the upcoming election term. The committee was reminded that Staff Senator Elections and College Appointments take place during the month of July with Senators becoming active at the September meeting. The Committee will solicit nominations during the month of June in order to have the ballot ready for distribution on 5-July. The campus will have three weeks to conduct the voting with final ballots being submitted by 4:30 pm, Friday, 23-July.

As part of the larger discussions being held within the committee the following action items were discussed agreed upon:

1. Dynamic Forms Nomination Form
2. Impression and Feedback Survey related to Staff's impressions of Staff Senate
3. Letter and/or Email to both Supervisors and Nominees outlining expectations, responsibilities, and honors of being a Senator

The Committee will regroup in the coming weeks to finalize, discuss, and disseminate as needed.



I. Call to Order

Vice President Fulkerson called the meeting to order at 2:30pm via Zoom on Monday, 12-April-2021.

II. Roll Call – *via Zoom Reporting*

Members present: *Abdelnour, Yaritza; Bays, Gwen; Booher, Lisa; Canter, Vanessa; Early, OJ; Finney, David; Fulkerson, Joy; Greene, Cody; Hooven, Suzy; Horne, Kathi; Johnson, Anthony; King, Kimberlyn; Ly-Worley, Barbi; Mann, Ronald; Maupin, Crystal; Mayberry, Jennifer; McCarty, Don; Miller, Jessica; Moore, Skylar; Mowell, Amanda; Murphy, Stefanie; Redd, Emily; Roberson, Veronica; Robinson, David; Robinson, Hazel; Scalf, Christie; Street, Tory; Thomas-Joseph, Liz; Thompson, Brian;*

Members absent with permission: *Drew, Chasity; Marsh, Debbie; Massey, Candy; Whittemore, Yvette*

Members absent: *Lowe, Trish; Roach, Evelyn;*

Guests present:

III. Approval of Previous Meeting Minutes

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

Motion: Senator D. Robinson to approve

Second: Senator Canter

Discussion:

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

Abstentions:

Motion of personal privilege was called by Senator Street to amend the agenda in order to move Committee reports to immediately following the Approval of Previous Meeting Minutes.

Second: Secretary Johnson

Chair ruled in favor



IV. Committee Reports

Standing Committees

- Committee on Review of Staff Awards Process
- Committee on Staff Concerns
- Committee on Staff Senate Elections

Project Committees

- Blood Drive
- Picnic Committee

V. Vice President's Report – Joy Fulkerson

1. Staff Senate Executive Committee met with Dr. Noland last week to discuss:
 - a. An update on the Provost search
 - i. It is hoped that a selection will be announced in late April, or early May
 - b. COVID-based return-to-work processes and summer/fall 2021 operating status
 - i. Currently operating under modified Stage 4 guidelines
 - ii. Any questions should be directed during the Town Hall, or to Human Resources as individual units discuss the path(s) forward
 - iii. Some policy and procedure adjustments are being reviewed and will be announced in the coming weeks
 - c. Town Hall will be on Tuesday, 20-April
 - i. Will be open to Faculty as well as Students
 - d. Committee of 125 Chapter 2 nominations have been made to the Office of the President for the respective subcommittees
 - e. Legislative Session is expected to wrap up in the end of April, first of May
 - i. Looking at passing some supplemental budget items that would impact funding for TCATS
 - ii. Student Athlete bill is currently being discussed
 - iii. Trustees up for re-nomination and approval were finalized for the coming term(s)
 - f. Budget and Enrollment Updates
 - i. Enrollment is looking good for the fall
 - ii. No further budget adjustments are expected going into the next academic year
 - iii. Discussions around bonuses and salary enhancements are taking place. Several different scenarios are being calculated to find the



- best fit for the amount of money allocated and the needs of the institution.
- iv. Reviews around minimum wage and minimum salary are taking place
 - g. Graduation will be coming up in the next month
 - i. 7 ceremonies will be taking place in the dome
 - ii. Construction and upgrades happening to the dome in order to address ingress and regress issues highlighted by the Fire Marshall
 - 1. Will allow for about 3,000 more people at a time to be in the dome for events and activities
 - h. Picnic Update
 - i. Dr. Noland mentioned that he would plan to close the institution for the picnic as has been done in previous years
 - i. Parental Leave Update
 - i. None at this point. The policy is still with Human Resources and the Office of the President is awaiting recommendations and cost analyses
 - j. Current Situation Update – Fallout from the kneeling of the Men’s Basketball Team / Resignation of Coach Shay
 - i. Coach Shay was not forced to resign and was not fired
 - ii. Dr. Noland is committed to repairing the trust and faith of the institution and the surrounding community
 - iii. Dr. Noland described the situation as “the most challenging thing he has faced in his career”
 - iv. Next steps will be about listening
 - 1. Several focus group sessions are being planned with students, faculty, staff, and community members to try to understand viewpoints and work to create some dialogue around the situation

VI. Treasurer’s Report – *Crystal Maupin*

- 1. Accounts balances
 - a. Main Account – \$9,372.00
 - b. Community Benevolence Committee - \$2,481.25
 - c. Holiday Drive - \$2,627.58

VII. Old Business



VIII. New Business

- At the privilege of the President, Brian Thompson is appointed as the Staff Senate Parliamentarian for the remainder of this Staff Senate year.

IX. Announcements

- University Sub-Council on Governance – *Lisa Booher*
 - Documents submitted to University Council that outlines groups to be sunset, groups to continue, and groups that may need to be established
 - The committee worked to streamline processes and layers so as to create a support structure for the institution to move forward rather than a barrier
- ETSU Day of Giving begins April 15th at 9:00am and ends April 16th at 8:59am
 - Options to give in support of university priorities and/or specific departments and units
- The next meeting will be on 10-May-2021 at 2:30pm in the East Tennessee Room of the D.P. Culp University Center
 - Zoom will be provided as an option for those that wish to utilize
- University Commons opening celebration will be a great preview opportunity for campus
 - Will be the unveiling of several new campus features
 - Free food!
 - Vaccine clinic will be happening at the event on a first-come, first-served basis
- This week is homecoming on campus

X. Adjournment

The meeting was adjourned at 3:21pm.



EAST TENNESSEE STATE
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Staff Senate

Meeting Minutes

12-April-2021
2:30pm – 3:30pm

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Staff Senate

Meeting Minutes

12-April-2021
2:30pm – 3:30pm

Blood Drive Committee

Chair: Joy Fulkerson

Previously happening as a standalone event during the summer, the last one was conducted in partnership with the Staff Senate Picnic. Volunteer ETSU recently did a drive that was considered successful, and there are plans to work with the Picnic Committee again this year to host a Blood Drive.



EAST TENNESSEE STATE
UNIVERSITY

Staff Senate

Meeting Minutes

12-April-2021
2:30pm – 3:30pm

Picnic Committee

Chair: Crystal Maupin

The picnic is scheduled for July 26th at the amphitheater and Boulevard Commons. A survey went out to Staff to get an informal headcount. With 300 responses, there will be another one that circulates to help get a better idea regarding catering counts.

Flyer and vendor information will be coming out soon.

Next Picnic Committee meeting to be scheduled in the coming weeks.