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2020 April 13 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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EAST TENNESSEE STATE
UNIVERSITY

Staff Senate

Staff Senate Agenda
April 13, 2020
Virtual Zoom Meeting
2:30 p.m.

- I. Call to order
- II. Approval of Minutes, March 2020 meeting
- III. President's Report- Candy Massey
- IV. Vice President's Report- Andrew Worley
- V. Treasurer's Report - Crystal Maupin
- VI. Committee Reports
- VII. Old Business
- VIII. New Business
- IX. Announcements
- XI. Adjournment

Staff Senate Meeting Dates for the 2019-20 Term (all with start times of 2:30 p.m.):

Monday, May 11 (Culp Forum)

Monday, June 8 (Culp Forum)

Monday, July 13 (Culp Forum)

Monday, August 10 (Culp Forum)

STAFF SENATE MEETING MINUTES

Zoom Virtual Meeting

April 13, 2020

PRESENT: Yaritza Abdelnour, Gwen Bays, Becky Birdwell, Lisa Booher, Allison Coley, Tim Dills, Joy Fulkerson, Kathi Horne, Anthony Johnson, Ronald Mann, Debbie Marsh, Candy Massey, Crystal Maupin, Jennifer Mayberry, Don McCarty, Cathy Metcalf, Jessica Miller, Kim Miller, Kathleen Moore, Skylar Moore, Amanda Mowell, Stefanie Murphy, Gina Osborne, Evelyn Roach, David Robinson, Hazel Robinson, Tory Street, NaKeisha Talley, Brian Thompson, Libby Tipton, and Andrew Worley. **EXCUSED:** Jake Allen, Janet Green, Kimberlyn King, Trish Lowe, Emily Redd, and Yvette Whittemore. **UNEXCUSED:** None. **RESIGNED:** Ben Bateson, Jessica Bureson, Jake Drumm, and Sandra Ritchie.

I. Call to Order: President Candy Massey called the April meeting to order at 2:30 p.m.

II. Approval of Minutes: Senator David Robinson moved to accept the March minutes as presented, with Past President Stefanie Murphy seconding. The motion passed.

III. President's Report: President Massey reported on the Executive Committee's virtual meeting on March 26 with Dr. Noland. Dr. Noland emphasized his appreciation to everyone for adapting to our new work environment. He stated his expectation that employees would continue working from home through May and possibly into June. He plans to find ways to re-purpose some employees, having them write, phone or otherwise communicate with both our current and prospective students. He stressed that our primary goal at this time is to retain as many of our current students as possible. President Massey noted that Dr. Noland feels very confident about our current year's budget.

IV. Vice President's Report: Vice President Worley reported on the University Council Meeting held earlier Monday morning. He relayed Dr. Noland's comments on all the recent changes brought on by the pandemic. He mentioned that about 400 students are still living on campus and receiving services they need. The "Bucs Help Bucs" program has been launched to provide financial assistance to students in need. Dr. Noland shared his expectation that ETSU will receive \$11.3 million through the CARES Act to assist with costs derived from changing to an entirely online format; Vice President Worley noted that none of these funds could be used toward student reimbursements. Dr. Noland reported that the General Assembly has revised downward the amount anticipated for raises from 2.5% to 1.5% for the 2020-21 year. The ETSU Board of Trustees is expected to approve a 0% tuition increase at its next meeting when the vote is taken on ETSU's budget for the coming year. Vice President Worley reminded Senators of the virtual Town Hall with Dr. Noland on Tuesday, April 14, at 11:30 a.m. He also mentioned that plans are still in development on how to effectively conduct a virtual graduation ceremony in May.

V. Treasurer's Report: Treasurer Crystal Maupin presented her report: The main account balance is \$10,339.25 (the annual \$12 credit card fee was paid); the balance in the Holiday Drive account is \$819.91; and the CBC account balance remains constant at \$2,681.25.

VI. Committee Reports:

Picnic Committee: Treasurer Crystal Maupin reported that the Staff Picnic has been postponed, but not cancelled. She said a new date has not yet been established, depending on the status of the virus outbreak and Dr. Noland's availability.

Staff Awards: Senator Lisa Booher reported that the members of the committee would meet later this week, with the nomination period for awards being April 20 - May 1.

Blood Drive Committee: Senator Joy Fulkerson reported that she will remind the campus community about the local shortage of blood. Treasurer Maupin mentioned that the blood drive is still expected to be an important part of the Staff Picnic whenever it is rescheduled.

VII. Old Business: None

VIII. New Business: None

IX. Announcements: Senator Kathleen Moore reported that the heavy rains overnight flooded several buildings; she mentioned that housing and grounds crews are still working on campus, both to help with flooding clean up and also to catch up on many work orders while the campus is vacant. She reminded Senators that Physical Plant personnel are also helping construct face shields and prepare kits. Senator Fulkerson also thanked those from the Senate who volunteered on the face shield project, saying that she would notify the group if additional volunteers are needed. Vice President Worley commented that the face shields are still in demand by nursing homes, doctors' offices, and other health facilities in the region.

Senator Moore also mentioned that all the academic buildings have been coded as "Unoccupied" for HVAC savings. She noted that the campus recycling unit is presently inactive, and vending machines and water fountains have also been unplugged during the closure period. IT and Post Office personnel continue to work each day. Senator Don McCarty reminded Senators that the Post Office Window has reduced its scheduled hours (10:30 a.m. - 1 p.m.), and he encouraged departmental representatives to pick up their mail from the designated locations during the closure. Senator Booher asked for an update on Dr. Daniel Lewis, ETSU employee and virus patient; Senator Fulkerson responded that his wife had posted that, though he was still on a ventilator, he is improving.

X. Adjournment: Following a motion by Senator David Robinson and second by Senator Ronnie Mann, President Massey adjourned the meeting at 3:00 p.m.

Respectfully submitted,

Tim Dills, Secretary