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### 2020 February 10 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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EAST TENNESSEE STATE  
UNIVERSITY

Staff Senate

Staff Senate Agenda  
February 10, 2020  
230 Millennium Center  
2:30 p.m.

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

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

Monday, March 9 (Culp Meeting Room 219)

Monday, April 13 (Culp Forum)

Monday, May 11 (Culp Forum)

Monday, June 8 (Culp Forum)

Monday, July 13 (Culp Forum)

Monday, August 10 (Culp Forum)

## STAFF SENATE MEETING MINUTES

230 Millennium Center

February 10, 2020

**PRESENT:** Yaritza Abdelnour, Gwen Bays, Becky Birdwell, Lisa Booher, Allison Coley, Tim Dills, Joy Fulkerson, Janet Green, Kathi Horne, Anthony Johnson, Kimberlyn King, Trish Lowe, Ronald Mann, Debbie Marsh, Candy Massey, Crystal Maupin, Don McCarty, Cathy Metcalf, Jessica Miller, Kim Miller, Kathleen Moore, Skylar Moore, Amanda Mowell, Stefanie Murphy, Gina Osborne, Emily Redd, David Robinson, Hazel Robinson, Tory Street, NaKeisha Talley, Brian Thompson, Libby Tipton, and Andrew Worley. **EXCUSED:** Jake Allen, Jennifer Mayberry, and Evelyn Roach. **UNEXCUSED:** Ben Bateson and Yvette Whittemore. **RESIGNED:** Jessica Burlison, Jake Drumm, and Sandra Ritchie.

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

II. **Approval of Minutes:** Senator Brian Thompson moved to accept the January minutes as presented, with Senator Libby Tipton seconding. The motion passed.

III. **President's Report:** President Massey stated that the Executive Committee had not yet met with Dr. Noland; Friday, February 14, at 10:30 a.m. is their next meeting with him, and she requested that Senators contact her by email with any items they wish brought to the university president's attention.

IV. **Vice President's Report:** Vice President Worley presented a summary of items covered earlier that morning in the University Council Meeting. A copy of his notes are attached to the meeting minutes. Due to a scheduling conflict, Vice President Worley left that meeting before it concluded, and Senator Amanda Mowell shared these items from the remainder of the University Council Meeting: A review of items from the 125 Committee, an update on key performance indicators from Dr. Mike Hoff, a presentation on internal communication changes which she and Joe Smith provided to the group, Dr. Duncan sharing changes in the approval timing for IRB projects, and approval of THEC's description of ETSU. Senator David Robinson mentioned that many of these items were also covered by Dr. Noland in the Faculty Senate Meeting which he attended. He asked for an explanation on the topic of renaming the university. Vice President Worley commented that there are no immediate plans to make any actual name changes; he noted that presently the state legislature is required to vote on any name changes for state institutions, but the proposed new legislation would allow the Board of Trustees at each institution control over naming.

V. **Treasurer's Report:** Treasurer Crystal Maupin presented her report: The main account balance is \$10,351.25; the balance in the Holiday Drive account is \$776.63; and the CBC account has a balance of \$2,681.25.

VI. **Committee Reports:**

**Staff Development and Evaluation:** Vice President Worley reported that the committee continues to meet regularly with staff from Human Resources to review items which need

improvement.

Communications/Website Committee: Senator Emily Redd mentioned that the "Contact Us" website discussed at the January meeting is in the process of being created. She stated the Anonymous Form is still being developed. Senator Redd, on behalf of those working on our new website features, asked how much of our older information on the website needed to be migrated to the new site and what should be archived by other means. The matter was unofficially tabled until the Committee brings forth a written proposal to the entire Senate for discussion.

Liason Committee: Senator D. Robinson mentioned other items which were discussed at a recent Faculty Senate meeting he attended. These included discussion of a new attendance policy, allowing alcohol in Academic Buildings (since Martin Fine Arts will house classroom space), and other proposed new legislation.

Blood Drive Committee: Senator Joy Fulkerson reported that she had contacted Marsh about the date for the picnic (May 20). She asked why it was being held on a Wednesday instead of a Friday this year; the move was necessitated by Dr. Noland's availability. She also informed the Senate of an additional blood drive being held on March 4 as part of the Culp Center's reopening activities; she reminded everyone that donors could donate at both events, since they are two months apart.

VII. Old Business: None

VIII. New Business: None

IX. Announcements:

Secretary Tim Dills, chair of the Elections Committee, welcomed Senator Cathy Metcalf back to the Senate. She replaces Senator Jessica Burleson, who resigned from the university at the end of January and represented EEOC category 4.

President Massey reported that she has invited Bethanie Dye from Sodexo, our food service provider, to the March meeting where she will update the Senate on meal plan options for employees.

Senator Fulkerson reminded the Senate to participate in the upcoming March primary. She and Senator Kathleen Moore mentioned the Staff Appreciation Week to be held April 13-17, which is coordinated by the SGA. Any recommendations for possible activities/recognitions which Senators may have for this week may be emailed to one of them.

IX. Adjournment: Following a motion by Senator D. Robinson and a second by Past President Stefanie Murphy, President Massey adjourned the meeting at 3:12 p.m.

Respectfully submitted,

Tim Dills, Secretary