

East Tennessee State University

Digital Commons @ East Tennessee State University

Staff Senate Agendas and Minutes

Agendas and Minutes

5-14-2001

2001 May 14 - Staff Senate Minutes

Staff Senate, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/staff-senate-minutes>



Part of the [Higher Education Commons](#)

Recommended Citation

Staff Senate, East Tennessee State University, "2001 May 14 - Staff Senate Minutes" (2001). *Staff Senate Agendas and Minutes*. 53.

<https://dc.etsu.edu/staff-senate-minutes/53>

This Minutes is brought to you for free and open access by the Agendas and Minutes at Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Staff Senate Agendas and Minutes by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact digilib@etsu.edu.

East Tennessee State University
Staff Senate
Minutes
May 14, 2001

PRESENT: Pat Barnett, Pam Blevins, Jane Bond, Judy Bragg, Bonnie Burchett, Tim Dills, Jo Ann Fitzgerald, Donna Hauk, Steve Honaker, Karen Hughes, David Jones, Jane Jones, Billie Lancaster, Trillis McKee, Pam Murray, Maggie Pate, Cindy Proffitt, Steve Shupe, Reed Sturdivant, Shirley White and Valerie Whitson.

ABSENT: Delores Barnes, Gail Carrier, Kim Denton (excused), Mary Duncan (excused), Linda Fore (excused), Charles Forrester, Brenda Hammett, Judy Harrell (excused), Carolyn Hopson (excused), Mary Jordan, Judy Lawson (excused), Terry Nelson (excused), Betty Ann Proffitt, Claudette Rhea, Andre Stevens, Gary Sparks, Kathy Thacker, and Carla Warner.

GUESTS: Mrs. Diana McClay, Mr. James McNeill, and Mr. Chris Carter

- I. President Tim Dills called the meeting to order at 2:37 p.m.
- II. President Dills introduced Mrs. Diana McClay, Assistant Director of Human Resources. Mrs. McClay came to speak to us about programs that have been offered in the area of staff development since the hiring of James McNeill as Graduate Assistant for Staff Development. Mr. McNeill discussed his role in the Career Skills Enhancement Program (CSEP). Mr. Chris Carter, Training Coordinator, talked about several of the new programs that were offered this year. These programs were “Integrating Technology in the Office”, Supervisor Training (Physical plant and a forthcoming in College of Medicine), Health and Safety (OSHA) Training, Wellness on the Way (WOW) and On the Job - Training Program. They thanked us for initiating the Staff Development Center and asked for feedback on any other training programs that were of interest.
- III. The April 9, 2001 minutes were approved.
- IV. Treasurer Donna Hauk presented the Treasurer’s report, she stated that approximately \$971 was available prior to today’s picnic expenditures. The treasurer’s report was approved.
- V. Committee Reports
 - a. Staff Development – Senator Bonnie Burchett asked for feedback concerning evaluation forms.
 - b. Staff Concerns – No report.

- c. Elections – President Dills welcomed Senator Trillis McKee as our new representative from the College of Applied Science and Technology with the resignation of Senator Cathy McGinnis.
- d. Committee on Committees – No report.

VI. Old Business

- a. By-Laws Update – No report.
- b. Staff Senate Shirts – Contact Treasurer Donna Hauk if you have not purchased one. Please wear to the Picnic.
- c. No other old business.

VII. New Business

- a. Picnic Committee – Senator Steve Honaker passed around sign up sheets for picnic workers and clean up for May 25th. He reported that Senator Steve Shupe and technical services would provide the music. Senator Pat Barnett reported that Star the Clown has been contracted along with some other fun things for children. She also stated that WOW (Wellness on the Way) t-shirts would be available for sale. Senator Honaker asked for a volunteer on the collection of door prizes due to Senator Betty Proffitt unable to attend picnic. After a discussion it was decided that senators who were in the Culp Center would be the logical choice. Senator Honaker will contact Senators Kathy Thacker, Carla Warner, and Charles Forrester. It was also noted that the letter from the President inviting all staff to attend the picnic had been sent out.
- b. Blood Drive – Senator Cindy Proffitt stated that the blood drive is scheduled for June 19th. She passed around sign up sheets for blood donors as well as senators to work the reception area and canteen. Posters will be forthcoming. E-mail from Dr. Stanton has been sent notifying all employees of the blood drive.
- c. Campus emergencies- Senator Jo Ann Fitzgerald reported two instances where emergency vehicles had not located buildings in a timely manner. Senator Jane Jones will check into the matter.

VIII. Announcements

- a. Senator Pam Blevins invited senators and family members to attend the Crumbly House Charity Horse Show that will be held in Limestone, TN on May 18 – 20th.
- b. Senator Bonnie Burchett stated that Burger King would be open during first term summer session on a trial basis. She stated that senators needed to send any positive or negative feedback to Mr. Jim Bowman, Vice President for Business and Finance concerning the operation of the Burger King.

IX. The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Margaret W. Pate
Acting Secretary

Tim Dills
President