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### 2002 January 14 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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# **EAST TENNESSEE STATE UNIVERSITY**

## **STAFF SENATE**

### **AGENDA**

**January 14, 2002**

- ✓1. **Call to Order**
- ✓2. **Guest Speaker - Dr. William Fisher - Update on Payroll Benefits**
- ✓3. **Approval of Minutes**
- ✓4. **Treasurer Report**
- ✓5. **Committee Reports**
  - A. Staff Development and Evaluations**
  - B. Staff Concerns and Grievances**
  - C. Committee on Committee**
  - D. Elections**
- ✓6. **Old Business**
  - A. Picnic Committee Report**
  - B. Financial Resolution for Higher Education**
  - C. Update on CPS Courses**
7. **New Business**

**Happy New Year!!!!!!!**  
**Next Meeting - Monday, February 11, 2002**

**EAST TENNESSEE STATE UNIVERSITY**

**Staff Senate**

**Minutes**

**January 14, 2002**

**PRESENT:** Carolyn Bond, Bonnie Burchett, Sharon Chandler, Eric Crigger, Tim Dills, Mary Duncan, JoAnn Fitzgerald, Linda Fore, Charles Forrester, Betty Grice, Judy Harrell, Donna Hauk, Steve Honaker, Carolyn Hopson, Karen Hughes, Jane Jones, Mary Jordan, Billie Lancaster, Judy Lawson, Chris Loveday, Pam Murray, Pat Myrick, Terry Nelson, Betty Ann Proffitt, Cindy Proffitt, Kathy Smith, Sue Speers, Andre Stevens, Sue Taylor, Kathy Thacker, Carla Warner, and Shirley White.

**ABSENT:** Constance Alexander, Kim Denton (excused), Debbie Fanning (excused), David Jones (excused), Reed Sturdivant (excused), and Valerie Whitson (excused).

**GUESTS:** Dr. Wayne Andrews and Dr. William Fisher

- I. President Hopson called the meeting to order at 2:30 p.m.
- II. President Hopson welcomed Dr. Fisher.
- III. Dr. Fisher presented an update on payroll benefits which included information on statistics of the ETSU benefit program, TCRS financial records, and how to contact area legislators. Dr. Fisher then answered questions from the senators. President Hopson thanked Dr. Fisher for making the presentation.
- IV. A motion was made by Tim Dills and seconded by Donna Hauk to approve the December 10, 2001 minutes. Motion was approved.
- V. Treasurer Charles Forrester presented the treasurer's report. Eight ETSU families were identified and provided Christmas gift certificates to Whites Food Store to utilize the funds remaining from the Thanksgiving baskets. A motion was made by Kathy Smith and seconded by Betty Grice to approve treasures report. Motion carried.
- VI. Committee Reports
  - A. Election Committee – Carla Warner reported there were no alternates to fill the vacancy of Steve Shupe. The committee recommended that the by-laws be followed which states that if a position becomes vacant within six months of a new election that the position be filled in the next election. Carla Warner made the motion, seconded by Kathy Smith, and motion carried.
  - B. State Development Committee – Kathy Smith reported on the possibility of having brown bag lunch programs such as CPR course or sign language. The committee will develop a survey for suggestions to be reviewed by staff senate. President Hopson indicated Mr. Coleman is pursuing the possibility of having CPS classes at ETSU.
  - C. Staff Concerns – No report
  - D. Committee on Committee – No openings reported
- VII. Old Business

A. Picnic Committee – Committee has been accumulating information on the option of having the staff picnic catered. The committee is scheduled to meet later in January and will make a recommendation to staff senate in February.

B. President Hopson presented the staff senate version of the financial resolution for higher education. A motion was made by Donna Hauk to accept, seconded by Terry Nelson, and motion carried.

VIII. New Business

A. President Hopson announced February's guest would be Dr. Marsh Grube who will provide a SAC's update. She is also working on having the April meeting at the new physical activity center. She asked if there were other suggestions for future guests speakers.

B. Pat Myrick suggested Families First be invited to make a presentation.

C. Other senators suggested staff senate consider branching out to different area agencies in providing future assistance.

VII. Meeting was adjourned at 3:30 p.m.

Respectfully submitted,  
Sue Taylor, Secretary

# WASHINGTON COUNTY AREA STATE LEGISLATORS

The information provided below is to facilitate and encourage member contact with their legislators whenever it is deemed appropriate and necessary.

## STATE SENATE

### **Dewey E. (Rusty) Crowe - Washington, Carter and ~~Johnson~~ Counties**

1. Nashville Office Mailing Address:

321 War Memorial Bldg  
Nashville, TN 37243-0203

2. Telephone Number:

1-800-449-8366  
Extension 12468  
Or  
Area (615) 741-2468

3. FAX: (615) 741-9349

4. E Mail: [sen.rusty.crowe@legislature.state.tn.us](mailto:sen.rusty.crowe@legislature.state.tn.us)

5. Local address and phone:

808 E. Eighth Avenue  
Johnson City, TN 37601  
(423)926-8288

## **HOUSE OF REPRESENTATIVES**

### **David Davis - Sixth District - Primarily North Johnson City**

1. Nashville Office Mailing Address:

212 War Memorial Bldg  
Nashville, TN 37243-0106

2. Telephone Numbers:

1-800-449-8366  
Extension 1717  
Or  
Area : (615)741-1717

3. FAX: 1 Area: (615) 253-0301
4. E Mail: [rep.david.davis@legislature.state.tn.us](mailto:rep.david.davis@legislature.state.tn.us)
5. Local addresses and phones:

Office: 101 Fountain Square, Suite 1-C  
Johnson City, TN 37604

Phone: (423) 929-2808

FAX: (423) 929-7663

Residence: 2016 Northwood Drive  
Johnson City, TN 37601

Phone: (423) 928-1456

### **Robert D. Patton - Seventh District - Primarily South Johnson City**

1. Nashville Office Mailing Address:

213 War Memorial Bldg  
Nashville, TN 37243-0107

2. Telephone Numbers:

1-800-449-8366  
Extension 1- 2511  
Or  
1 Area (615) 741-2511

3. FAX: 1 Area: (615) 532-8221
4. E Mail: [rep.bob.patton@legislature.state.tn.us](mailto:rep.bob.patton@legislature.state.tn.us)
5. Local Address and phone:

Office and residence:

1117 College Heights Drive  
Johnson City, TN 37604

Phone and Fax: (423) 929-1723

**NORTHEAST TENNESSEE AREA LEGISLATIVE  
FINANCE COMMITTEE MEMBERS**

**STATE SENATORS**

No Northeast Area Senators on this Committee

**HOUSE OF REPRESENTATIVES**

**Ralph Cole Fourth District - Elizabethton and Carter County**

1. Nashville Office and Mailing Address:

217 War Memorial Building  
Nashville, TN 37243-0104

2. Telephone Number

1- Area (615) 741-5725  
Or  
1-800-449-8366  
Extension 1-5725

3. FAX: 1- Area (615) 532-8221

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5. Local address and phone:

Office and Residence

307 Ridgecrest Drive  
Elizabethton, TN 37643

(423) 542-2760

**Ken Givens - Ninth District - Rogersville and Hawkins County**

1. Nashville Office and Mailing Address:

23 Legislative Plaza  
Nashville, TN 37243-0109

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Or  
1-800-449-8366  
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3. FAX: 1 - Area (615) 741-4335
4. E Mail: [rep.ken.givens@legislature.state.tn.us](mailto:rep.ken.givens@legislature.state.tn.us)
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**Office and Residence**

251 S. Bear Hollow Road  
Rogersville, TN 37857

Phone: (423) 272-2638

**Zane C. Whitson Fifth District - Erwin and Unicoi County**

1. Nashville Office and Mailing Address:  

204 War Memorial Building  
Nashville, TN 37243
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1 - Area (615) 741-6800  
Or  
1-800-449-8366  
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3. Nashville FAX: 1 - Area (615) 532-8221
4. E Mail: [rep.zane.whitson.@legislature.state.tn.us](mailto:rep.zane.whitson.@legislature.state.tn.us)
5. Local address and phones  

P.O. Box 1688  
Unicoi, TN 37692

Office Phone - (423) 743-3112  
Home Phone - (423) 743-6593
6. Erwin FAX: 1 - (423) 743-8007



**TCRS FINANCIAL RECORDS**  
**(FISCAL YEAR INCOME FIGURES AND EXPENSE)**

<b>INCOME</b>	1995 07/01/94 to 06/30/95	1996 07/01/95 to 06/30/96	1997 07/01/96 to 06/30/97	1998 07/01/97 to 06/30/98	1999 07/01/98 to 06/30/99	2000 07/01/99 to 06/30/2000
<b>1. Contribution Sources</b>						
Active Paying Members	126,231,517	133,602,555	143,656,335	155,281,962	161,182,493	169,830,647
All Employers	332,578,144	345,100,506	337,584,248	232,032,064	313,683,007	334,911,465
<b>Total Contribution Income</b>	458,809,661	478,703,061	481,240,583	387,314,026	474,865,500	504,742,112

<b>2. Investment Income Sources</b> Not included in the above Noted contribution sources	930,425,055	1,806,674,000	2,514,952,815	2,758,267,944	1,932,716,042	1,761,074,099
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<b>GRAND TOTAL YEARLY INCOME</b>	1,389,234,716	2,285,377,061	2,996,193,398	3,145,581,970	2,407,581,542	2,265,816,211
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<b>EXPENSES</b>						
<b>1. Total Yearly Benefits Paid</b>	443,406,956	482,028,294	521,339,327	578,901,713	637,732,134	692,734,038
<b>2. Member Withdrawal Payments</b>	20,914,496	20,721,711	23,838,152	24,649,359	25,634,380	28,562,230
<b>3. Operation Expense Costs</b>	6,291,841	3,911,000	3,856,611	3,885,337	4,189,821	4,352,808

<b>GRAND TOTAL YEARLY EXPENSES</b>	470,613,293	506,661,005	549,028,938	607,436,409	667,556,335	725,649,076
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<b>SYSTEM TOTAL ASSETS</b>	6/30/95	6/30/96	6/30/97	6/30/98	6/30/99	6/30/2000
<b>End of the fiscal year expressed in billions*</b>	14,293,461,000	16,072,177,000	18,519,341,000	21,057,487,000	22,797,512,000	24,337,679,135

\*Constitutes the market value of the holdings at that date.

**TENNESSEE CONSOLIDATED RETIREMENT SYSTEM  
COMPARATIVE STATEMENTS OF CHANGES IN PLAN NET ASSETS  
FOR THE YEARS ENDED JUNE 30, 2001 AND JUNE 30, 2000**

	<u>For the Year Ended June 30, 2001</u>	<u>For the Year Ended June 30, 2000</u>
<b>ADDITIONS</b>		
Contributions		
Member contributions	\$180,586,489.88	\$169,830,647.02
Employer contributions	<u>335,830,238.76</u>	<u>334,911,465.02</u>
Total contributions	<u>516,416,728.64</u>	<u>504,742,112.04</u>
Investment income		
Net appreciation (depreciation) in fair value of investments	(1,400,943,081.31)	762,052,548.32
Interest	931,135,306.67	882,235,624.51
Dividends	117,081,253.99	124,744,143.13
Real Estate income, net of operating expenses	<u>19,062,569.94</u>	<u>4,097,426.00</u>
Total investment income	(333,663,950.71)	1,773,129,741.96
Less: Investment expense	<u>12,375,102.55</u>	<u>12,055,645.03</u>
Net income from investing activities	<u>(346,039,053.26)</u>	<u>1,761,074,096.93</u>
Securities lending activities		
Securities lending income	2,397,122.38	0.00
Less: securities lending expense	<u>1,777,470.05</u>	<u>0.00</u>
Net income from securities lending activities	<u>619,652.33</u>	<u>0.00</u>
Net investment income	(345,419,400.93)	1,761,074,096.93
<b>TOTAL ADDITIONS</b>	<u>170,997,327.71</u>	<u>2,265,816,208.97</u>
<b>DEDUCTIONS</b>		
Annuity benefits		
Retirement benefits	621,313,405.87	570,748,381.40
Cost of living	130,369,319.56	118,475,472.72
Death benefits	4,701,537.90	3,510,183.00
Refunds	28,517,802.59	28,562,229.22
Administrative expenses	<u>3,477,599.54</u>	<u>4,352,808.41</u>
<b>TOTAL DEDUCTIONS</b>	<u>788,379,665.46</u>	<u>725,649,074.75</u>
<b>NET (DECREASE)INCREASE</b>	<u>(617,382,337.75)</u>	<u>1,540,167,134.22</u>
<b>NET ASSETS HELD IN TRUST FOR PENSION BENEFITS</b>		
BEGINNING OF YEAR	<u>24,337,679,335.92</u>	<u>22,797,512,201.70</u>
END OF YEAR	<u>\$23,720,296,998.17</u>	<u>\$24,337,679,335.92</u>

See Accompanying Notes to the Financial Statements

UNAUDITED

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**RETIRED PAYROLL**  
**JULY 1, 2000 THROUGH JUNE 30, 2001**

	Amount	Number of Retirees
State Employees	\$ 211,508,418.56	25,374
State Paid Judges	7,675,155.69	147
County Paid Judges	5,029,030.55	184
Attorneys General	5,368,699.29	165
County Officials	5,312,312.89	336
Public Service Commissioners	75,543.72	4
Political Subdivisions	96,477,029.41	19,895
Teachers	379,928,231.30	26,815
Local Teachers	40,219,005.17	2,741
Governors and Governors' Widows	127,500.24	4
Aged State Employees	31,738.76	15
Aged Teachers	<u>662,795.41</u>	<u>352</u>
Total	\$ 752,415,460.99	76,032

**TCRS PORTFOLIO SUMMARY**  
**JUNE 30, 2001**

	<b>MARKET VALUE</b>	<b>%</b>
CASH & CASH EQUIVALENTS	\$ 1,198,574,305.35	5.056%
FIXED INCOME - DOMESTIC	12,132,574,452.45	51.177%
FIXED INCOME - INTERNATIONAL	850,142,830.89	3.586%
STOCKS - DOMESTIC	7,498,678,057.43	31.631%
STOCKS - INTERNATIONAL	1,736,539,245.04	7.325%
REAL ESTATE	290,550,000.00	1.226%
<b>NET ASSET VALUE</b>	<b>\$ 23,707,058,891.16</b>	<b>100.00%</b>

**TCRS REAL ESTATE**  
**(as of June 30, 2001)**

<b>SECURITY NAME</b>	<b>PERCENT OWNED</b>	<b>BOOK VALUE</b>	<b>DATE ACQUIRED</b>	<b>MARKET VALUE</b>
Highland Landmark III Downers Grove, IL	50.00%	\$ 25,917,924.00	11/30/00	\$ 26,000,000.00
Huntcliff Village Atlanta, GA	100.00%	30,558,734.00	11/02/00	30,800,000.00
Jefferson at Mission Valley San Diego, CA	50.00%	52,437,509.00	12/28/00	52,350,000.00
Museum Towers Apartments Boston, MA	50.00%	54,981,173.00	10/01/89	57,050,000.00
Riverwood 100 Atlanta, GA	50.00%	45,422,573.00	05/05/00	42,350,000.00
Tyson's Executive Plaza II McLean, VA	50.00%	25,054,384.00	08/01/00	25,100,000.00
Waltham Woods Waltham, MA	50.00%	52,967,561.00	04/26/00	56,900,000.00
<b>TOTALS</b>		<b>\$ 287,339,858.00</b>		<b>\$ 290,550,000.00</b>

**ETSU  
BENEFIT PROGRAM STATISTICS – October 31 Payroll Database**

1. Retirement Program Participants	1994	1995	1996	1997	1998	1999	2000	2001
<b>a. TCRS</b>								
Faculty	147	138	154	142	127	113	100	92
Administrators	196	172	133	129	117	139	158	184
Staff	712	759	771	794	808	797	799	804
<i>Increase - 7-1-02     6.19%      7.3%</i> <b>Total TCRS Members</b>	1055	1069	1058	1065	1052	1049	1057	1080
<b>b. ORP (Faculty &amp; Administrators only)</b>								
AETNA	14	25	34	42	56	71	85	96
TIAA – CREF	667	696	707	702	694	723	724	745
VALIC	61	68	87	98	112	122	135	136
<b>TOTAL ORP Members</b>	742	789	828	842	862	916	944	977
<b>Total Number of ALL University Employees</b>	1797	1858	1886	1907	1914	1965	2001	2057
<b>2. Health Insurance Program</b>								
Basic Plan – PPO – Fee For Service – BC/BS		1353	1400	1241	1158	1119	1058	1036
POS – Point of Service – John Deere Effective Jan.1, 2001					124	195	319	219
HMO – Primary “Gate Keeper” – John Deere		298	234	405	388	359	339	522
<b>Total Number of Participants</b>		1651	1634	1646	1670	1637	1716	1777
<b>Dental Insurance Program</b>								
Protective Dental Care Provider								
Prepaid Plan 1   Plan Cancelled 12/31/99				19	18	17	-0-	-0-
Prepaid Plan 2				70	69	62	62	61
Reimbursement Plan				105	115	117	145	154
<b>Total Program Participants</b>		96	178	194	202	196	207	215
<b>4. Long Term Disability Insurance Program</b>								
TIAA – CREF (Faculty & Administrators only)	706	746	764	767	760	790	816	832
Tennessee College (out of business 12/95)	224	228						
ITT Hartford (Effective 01/96 - Staff and Others)			339	352	331	328	330	319
<b>5. Tax Deferred Annuity Program (403b Plan)</b>								
<b>Total Number of Companies</b>	27	28	29	29	29	25	25	25
<b>(Top Three Company Member Participants)</b>								
1. VALIC		307	315	303	283	272	288	230
2. TIAA – CREF		138	133	129	157	156	148	154
3. Delta Life			48	43	32	28	27	17
<b>Total number of ALL company participants</b>	653	666	651	658	631	583	619	528
<b>Deferred Compensation Program (401K Plan)</b>								
Security First - Provider								
Institutional \$20.00 match      Effective 1/1/96								
TBR Contribution                Ended 6/30/96								
TBR Contribution RENEWED      Effective 7/1/98								
Employee Participants           January 1			767	685	610	952	1085	1162
Employee Participants           October 31			717	614	906	1055	1142	1154
<b>7. Flexible Benefit Program</b>								
Fringe Benefits Mgt. Co. Provider								
Medical Premium, pretax			1514	1505	1530	1559	1638	1674
Dental Premium, pretax			63	65	72	72	77	79
Medical Reimbursement Flexible Spending Accounts			263	259	262	253	290	299
Dependent Daycare Reimbursement Flexible Spending			46	47	50	51	46	43
<b>Total Program Participants</b>			1886	1876	1914	1935	2051	2095