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### 2002 December 9 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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# EAST TENNESSEE STATE UNIVERSITY STAFF SENATE

## AGENDA December 09, 2002

1. Call to Order
2. Guest: Larry Coleman, Veterans Committee on Campus
  - a. Veterans War Memorial
3. Approval of Meeting Minutes – November 11, 2002
4. Treasurer Report
5. Committee Reports
  - a. Staff Development and Evaluations
  - b. Staff Concerns and Grievances
  - c. Committee on Committees
  - d. Elections
  - e. Thanksgiving Basket Committee - *109 Families Served*
6. Old Business
7. New Business
  - a. Carolyn Hopson – Educational Rewards

Announcements

**Next Meeting – Monday, January 13 in meeting room 6.**

# EAST TENNESSEE STATE UNIVERSITY

## Staff Senate

### Minutes

December 9, 2002

**PRESENT:** Carolyn Bond, Bonnie Burchett, Sharon Chandler, Eric Crigger, Tim Dills, Corintha Duncan, JoAnn Fitzgerald, Charles Forrester, Betty Grice, Steve Honaker, Suzy Hooven, Carolyn Hopson, Clifford Hudson, Chris Loveday, Pat Myrick, Terry Nelson, BettyAnn Proffitt, Sue Taylor, and Kathy Thacker.

**ABSENT:** Constance Alexander, Renee Couch, Kim Denton (excused), Mary Duncan, Debbie Fanning (excused), Linda Fore, Karen Hughes (excused), David Jones (excused), Jane Jones, Mary Jordan, Billie Lancaster, Judy Lawson (excused), Bobbie Lewis, Patricia Markland, Judy Oaks (excused), Kathy Smith (excused), Sue Speer, Andre Stevens, Reed Sturdivant, Valerie Swartz (excused), Carla Warner (excused), and Shirley White.

- I. President Thacker called the meeting to order at 2:30 p.m. and welcomed senators.
- II. President Thacker mentioned that our speaker Larry Coleman had an emergency and was unable to attend today.
- III. Senator Dills made a motion to approve the November 11, 2002 minutes. Senator Corintha Duncan seconded the motion. Motion carried.
- IV. Treasurer Charles Forrester presented the treasurer's report with the operating account having a balance of \$2,758.20. The staff awards account has a balance of \$7,000. Thanksgiving Basket Fund now has a balance of \$209.16 and Staff Senate Shirt account has \$91.02 balance.
- V. Committee Reports
  - A. Staff Development and Evaluations Committee – No Report.
  - B. Staff Concerns & Grievances – No Report.
  - C. Committee on Committees – No Report.
  - D. Elections Committee – No Report.
  - E. Thanksgiving Basket Committee – Senator Myrick said the committee worked extremely well and done a great job and our Thanksgiving Drive was a success. The drive produced 109 baskets distributed to Washington County School System (34), ETSU Physical Plan (13), ETSU TN Early Intervention (18), Loaves & Fishers (10), Hospice of Elizabethton (6), Interfaith Ministries (6), Mr. Jimmy Heaton-Hampton Community (2), Good Samaritans (20). In addition a fruit basket was make up for a retired ETSU employee currently living in an assisted living facility. The press coverage was a success. Monetary donations included \$1,743 and expenditures were \$1,533.84 for additional food to complete the Thanksgiving dinners and gift cards to be redeemed for Turkeys or other meat products. Thanks was given to Mr. Jon Walker, Director Dept. of Campus Recreation (for their use of their building, CPA), Steve Honaker (press interview), Kristen Fry (University Relations), Sarah Carlson (Inland Containers for the 100 boxes donated), Kit Henderson (Winn Dixie in Elizabethton, gift cards gave the receipt turkeys for 65 cents a pound), Steve Campbell (comptroller), Jane Saddler (manager), Gary White (COM inventory supervisor), Chi Sigma Chi Honor Society (Mrs. Linda Bearfield from the University School), Mr. Charles Harvey (Inventory Supervisor), and special recognition to Terry Nelson (physical plant) for getting and loading the food from all of the pickup points by himself. It was suggested that an email be sent out

to everyone about the facts on the Thanksgiving Drive (the amount of baskets distributed, etc.). Also, Senator Honaker mentioned about using the left over money from the Thanksgiving Drive to help those who are in need from our ETSU family (physical plant employees or other ETSU employees who is having a difficult time). Motion carried.

- VI. Old Business – none.
- VII. New Business –. Senator Carolyn Hopson presented to the senate about a possible need for employees to get rewarded for getting their bachelor, master or doctorate degrees. Motion was made for President Thacker to appoint a committee. President Thacker asked the Staff Concerns and Grievances Committee to look into this matter and report back to the Staff Senate.
- VIII. The recruitment manager was discussed brief regarding temporary positions.
- IX. The next meeting is scheduled for January 13, 2003 in meeting room 6 in the Culp Center.
- X. Meeting was adjourned at 3:15 p.m. Respectfully submitted - BettyAnn Proffitt, Secretary