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### 2003 June 9 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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# EAST TENNESSEE STATE UNIVERSITY STAFF SENATE

## **AGENDA**

**June 9, 2003**

1. Call to Order
  2. Approval of Meeting Minutes – May 12, 2003
  3. Treasurer Report
  4. Committee Reports
    - a. Staff Development and Evaluations - Kathy Smith, Chair
    - b. Staff Concerns and Grievances - Karen Hughes, Chair
    - c. Committee on Committees - Bobbie Lewis, Chair
    - d. Elections - Tim Dills, Chair
    - e. Picnic Committee - Steve Honaker, Chair
    - f. Blood Drive Committee – Betty Grice, Chair
  5. Old Business: Feedback from Senator Betty Grice and Senator Kathy Smith regarding their visit with Faculty Senate to determine if we should join them in the effort to visit shut-ins.
  6. New Business
- Announcements

**Next Meeting – Monday, July 14 in the Forum**

**EAST TENNESSEE STATE UNIVERSITY**  
**Staff Senate Minutes**  
**June 9, 2003**

**PRESENT:** Constance Alexander, Carolyn Bond, Bonnie Burchett, Renee Couch, Kim Denton, Tim Dills, Corintha Duncan, Mary Duncan, Debbie Fanning, JoAnn Fitzgerald, Charles Forrester, Betty Grice, Steve Honaker, Suzy Hooven, Karen Hughes, Jane Jones, Judy Lawson, Pat Myrick, Terry Nelson, BettyAnn Proffitt, Sue Taylor, Kathy Thacker, and Carla Warner.

**ABSENT:** Sharon Chandler (excused), Eric Crigger (excused), Linda Fore (excused), Carolyn Hopson (excused), Clifford Hudson, David Jones, Mary Jordan (excused), Billie Lancaster (excused), Chris Loveday, Bobbie Lewis (excused), Judy Oaks, Kathy Smith (excused), Andre Stevens, Reed Sturdivant, Valerie Swartz (excused), and Shirley White.

1. President Thacker called the meeting to order at 2:30 p.m. and welcomed senators. Thank you for all of your hard work on the picnic.
2. Senator Terry Nelson made a motion to approve the May 12th minutes. Senator Sue Taylor seconded the motion. Motion carried.
3. Treasurer, Charles Forrester – presented the treasurer’s report with the operating account having a balance of \$2,277.38. Approx. figures for the picnic will be \$1700 for expenses. The staff awards account has a balance of \$2,000. The total given for staff awards was \$5,000. Staff Senate Shirt account has \$102.02 balance. 425 picnic tickets were sold for \$1,121 income.
4. Committee Reports
  - A. Staff Development and Evaluations Committee – n/a
  - B. Staff Concerns & Grievances - Karen Hughes– There have been six members terminated because of their excessive absences. Letters have been sent out to these senators. Also, President Thacker has letters for the senators whose term expires. You may nominate yourself or have someone to nominate you for another term.
  - C. Committee on Committees – n/a
  - D. Elections Committee - Tim Dills– No Activity to Report.
  - E. Picnic Committee – Steve Honaker expressed thanks to his committee members (Pat Myrick, Judy Lawson, Kathy Thacker, Carolyn Bond, Terry Nelson, and Charles Forrester). Dr. Stanton said that it was one of the best put-together picnic. Jon Walker wants the picnic back next year if that is acceptable. From one of the staff members we see this as a recruiting tool for the CPA. We want to send thank you notes to the students who helped with the Coke cart, etc. and to the people who donated door prizes. Also, to Jon Walker (director of the CPA) and his staff because they helped with the set up and the use of their tables. We will continue to look at things that need(s) to be changed. ARA said that we could probably cut back on the food by 25%, which would cut the price and maybe the ticket sales will pay for its self. We had a box of hot dogs and a box and a half of hamburgers left over and it was sent to Haven of Mercy and they were appreciative. Most of the comments that were heard on the picnic were positive.

- F. Blood Drive Committee – Betty Grice, Chair – The blood drive will take place on Tuesday, June 17<sup>th</sup> from 11:00 a.m. to 4:00 p.m. Everything is on track. I am passing around a sign up sheet for members to help at the blood drive. I need two members at the front and one for refreshments. I have sent out emails, some people signed up at the picnic. Senators who are working may want to bring a sweater/jacket because they keep the room cold.
  - G. Door Prize Committee – President Thacker thanked her committee (Debbie Fanning, Kim Denton, Valerie Swartz). We had a difficult time this year we had to call and recall but finally we got things and it turned out to be plentiful.
- 5. Old Business – Senator Betty Grice will get in contact with Faculty Senate regarding visiting with shut-ins.
  - 6. New Business – President Thacker read thank you notes from Dr. Richard Manahan and Betty Williamson who were recipients of staff awards at the picnic. Also, a resignation letter was read from Senator Valerie Swartz.

The next meeting is scheduled for July 14, 2003 in the Forum Room in the D.P. Culp Center.

Meeting was adjourned at 3:00 p.m. Respectfully submitted - BettyAnn Proffitt, Secretary