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8-9-2004

### 2004 August 9 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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# East Tennessee State University

## STAFF SENATE

### AGENDA

**August 9, 2004**

**Forum - DP Culp Center**

1. Call to Order
2. Approval of Meeting Minutes – July 2004 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. New Staff Senate Shirt (Kathy Brooks- chair of committee)
7. **New Business**
  - A. Senator Bobbie Lewis has resigned from Staff Senate due to the demands of her job.
  - B. Floor open for any other new business.

**Next Meeting - Monday, September 13, 2004**

New Senators will be announced and welcomed at September meeting.

**EAST TENNESSEE STATE UNIVERSITY**  
**Staff Senate Minutes**  
**August 9, 2004**

**PRESENT:** Carolyn Bond, Kathy Brooks, Tim Dills, Corintha Duncan, Joy Fulkerson, Thomas Hill, Chris Loveday, Trillis McKee, Donna Murphy, Terry Nelson, Kathy Smith, Andre Stevens, Sue Taylor, and Cindy Weaver.

**ABSENT:** Constance Alexander, Judy Branson, Sharon Chandler (excused), Renee Couch, Eric Crigger, Kim Denton (excused), Mary Duncan, Charles Forrester (excused), Berry Grice (excused), Suzy Hooven, Carolyn Hopson (excused), David Jones (excused), Jane Jones, Judy Lawson (excused), Darcy Martin (excused), Pat Myrick (excused), Judy Oaks (excused), Betty Ann Proffitt (excused), Cindy Proffitt, Carla Warner (excused), and Joe Webb (excused).

1. President Kathy Smith called the meeting to order at 2:30 p.m.
2. Senator Carolyn Bond made a motion to approve the July 12, 2004 minutes. Senator Tom Hill seconded. Motion carried.
3. Treasurer Report – No report
4. Committee Reports
  - A. Staff Development and Evaluations Committee – No Report
  - B. Staff Concerns and Grievances – No report
  - C. Committee on Committees – No report
  - D. Elections Committee – Senator Tim Dills reported that ballots are due back by Friday, August 13, 2004. Ballots will tabulated and the winners notified.
5. Old Business
  - A. Staff Senate Shirts – Senator Kathy Brooks reported the committee has selected Leo Laws with Corporate Imprints as the vendor for new staff senate shirts. The women's will have V-neck and the men's will be button up. The Devin Jones brand shirts will be white with navy stripe on the sleeve band and the staff senate embroidery on the top left. They are light weight, soft, very cool, and require no ironing. The cost of the shirts is \$22 per shirt with a \$15 shipping charge. The current funds available to staff senate will make the cost to senators approximately \$10 to \$11. The committee has asked for a sample shirt to examine before the order is placed. A motion was made by Senator Corintha Duncan to continue with the purchase of the shirts. Senator Joy Fulkerson seconded. Motion carried.
  - B. Military Phone Cards – Senator Cindy Weaver presented the research findings (see attached) for supplying phone cards to ETSU faculty, staff, and students serving in the military. Senator Weaver spoke to a military liaison person who recommended using the Global Unit Calling Card. It was also suggested that someone with access to special government rates could make the purchase at reduced rates and no tax. The liaison personnel would also assist in locating personnel regardless of their unit or site. The committee requested approval of the plan and timeline to ensure cards would be available to service personnel for the upcoming holidays. Fundraising will be coordinated with the Faculty Senate when they return for classes this fall. As there was not enough senators present for a quorum, President Smith will do an emergency vote by e-mail.

**6. New Business**

**A. Senator Bobbie Lewis has resigned due to the demands of her job.**

**B. President Smith announced that Dr. Stanton will be the guest speaker for the September 13, 2004 meeting. New staff senate members will be announced.**

**7. Meeting was adjourned at 3:00 p.m.**

**Respectfully submitted,  
Sue Taylor, Secretary**

**Attachment**

8-9-04

Called mtg. to order: Kathy Smith

Minutes:

Motion: Carolyn Bond

seconded: Tom Hill

Treasurer Report: none

Committee Reports:

- A. Staff Development + Evaluations - No report
- B. Staff Concerns + Grievances - No report
- C. Committee on Committees - No report
- D. Elections - Ballots due back Aug. 13<sup>th</sup>  
Will notify the winners

Old Business

A. New Staff Senate Shirts - Kathy Brooks  
Les Laws - Shirts will be white with  
blue + old gold stripes on collar + sleeve.  
Cost would be \$22.00 with \$15.00 Service  
Charge. Cost per Senator would be  
\$10.00 to \$11.00. Hope to have sample  
by next meeting.

B. Military Drive: Cindy Weaver. See  
attached concerning the timeline  
and the prices.  
Motion to accept the timelines was  
made by Jerry Nelson. Seconded by  
Kathy Brooks. Without a quorum  
we could not vote. Kathy Smith to

Send an e-mail to all senators to  
vote.

## **Military Phone Cards**

Prepaid phone cards –

### **Recommended by Military Contact:**

**Global Unit Calling Cards** (4 units = 1 minute for Iraq, Afghanistan, and Kuwait)

550 units     \$39     =     2 hrs. 15 minutes

200 units     \$15     =     50 minutes

100 units     \$9     =     25 minutes

50 units     \$5     =     12 minutes

There are satellite uplink stations in most areas; however, if the troops are in a Special Forces units or an area where no uplink is available or they are in a very hot spot, they will need to wait until they are in an accessible area to use the card. It is also useable for the soldiers that are currently stateside.

I have been directed to a specific contact for purchasing cards in large quantities. If the order is placed by someone like myself who has access to special government rates because of their retired military status, or active duty status, we will not have to pay tax, and our funds will go farther because we get better rates.

It is also my understanding that they will help us locate all personnel regardless of their unit or site. We will only need to provide the names of the service personnel, and they will make sure that the cards get to them.

We propose the following timeline (with input from the Military Contact):

<b>August 1 – September 15</b>	Fundraising efforts
<b>September 15 – October 1</b>	Prepare order and send order
<b>October 1 – November 15</b>	Distribution to troops (can take up to six weeks to reach the troops dependent upon their location and whether their unit is on the move)