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6-14-2004

2004 June 14 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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East Tennessee State University

STAFF SENATE

AGENDA

June 14, 2004

Forum - DP Culp Center

1. Call to Order
2. Guest Dr. Pat Robertson – Diversity Class and awareness
3. Approval of Meeting Minutes – May 2004 Minutes
4. Treasurer Report
5. Committee Reports
 - A. Staff Development and Evaluations- NO
 - B. Staff Concerns and Grievances- NO
 - C. Committee on Committee- NO
 - D. Elections-
6. Old Business
 - A. Staff Awards Picnic – Picnic Committee Comments and Process Report
 - 1) Successful Picnic and thanks to everyone who worked the picnic. *354 tickets sold*
 - B. New Staff Senate Shirt (Kathy E Brooks- chair of committee)- *looking at 3 comp. removing down to 1*
 - C. Blood Drive Committee Report – (Betty Grice) **Blood Drive is tomorrow.**
7. **New Business**
 - A. Discuss whether Staff Senate should participate in a Military Drive for faculty, staff and students serving in Middle East and other parts of the world. Faculty and Veteran's Committee may be participating also. Corintha Duncan will talk some about the military drive proposed.
 - B. Other new business to discuss.

Next Meeting - Monday, July 12, 2004

EAST TENNESSEE STATE UNIVERSITY
Staff Senate Minutes
June 14, 2004

PRESENT: Constance Alexander, Carolyn Bond, Kathy Brooks, Renee Couch, Tim Dills, Corintha Duncan, Charles Forrester, Betty Grice, Thomas Hill, Chris Loveday, Trillis McKee, Betty Ann Proffitt, Kathy Smith, Rita Taylor, Sue Taylor, and Joe Webb.

ABSENT: Judy Branson, Sharon Chandler, Eric Crigger (excused), Kim Denton, Mary Duncan, Joy Fulkerson, Suzy Hoover, Carolyn Hopson (excused), Clifford Hudson, David Jones (excused), Jane Jones, Judy Lawson, Bobbie Lewis, Darcy Martin, Donna Murphy (excused), Pat Myrick, Terry Nelson, Judy Oaks, Andre Stevens, Carla Warner (excused).

1. President Kathy Smith called the meeting to order at 2:30 p.m.
2. President Smith introduced Dr. Pat Robinson who gave a presentation on Cultural Diversity classes sponsored by ETSU and required for all ETSU employees. The purpose is to increase knowledge about diversity, increase skills to deal with diversity, changes in attitudes about how diversity should be viewed, valuing all individuals, and treating everyone with dignity and respect.
3. Senator Tom Hill made a motion to approve the May 10, 2004 minutes. Senator Carolyn Bond seconded. Motion carried.
4. Treasurer Report - Senator Charles Forrester reported a balance in the operating account \$441.56; Thanksgiving basket balance of \$5.00; staff senate shirt account balance of \$497.77; and \$1,000 balance in staff awards.
5. 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 provided an updated list of senators reflecting the college representative realignments. The committee will be meeting to mail out requests for nominations. The senate is particularly in need of level 5 representatives.
6. Old Business
 - A. Staff Awards Picnic - President Smith reported the picnic was a success. The committee worked very hard this year. President Smith has already reserved a date at the CPA for next year's picnic.
 - B. Staff Senate Shirts – Senator Kathy Brooks reported the committee should be able to bring a final decision on shirts to the next meeting.
 - C. Blood Drive – Senator Betty Grice reported the Blood Drive would be held June 15th in the Culp Center Ballroom from 10:30 am to 4:00 pm. Our goal is for 70 units and 33 have already signed up. Walk-ins are welcome.
7. New Business
 - A. Senator Corintha Duncan discussed the military drive which would recognize ETSU staff and students serving in the Middle East. Contributions would be used to provide post cards, calling cards, etc. Faculty Senate has also expressed an

interest in participating. Senator Tom Hill made a motion to participate in the military drive. Senator Joe Webb seconded. Motion carried. It was also decided to invite Mr. Keith Johnson from Veterans Affairs and Lt. Col. Terry from ROTC to speak to staff senate.

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

Respectfully submitted,
Sue Taylor, Secretary

June 14, 2004

Call to Order: President Kathy Smith

Guest: Dr. Pat Robertson

Approval of Minutes:

motion: Tom Hill

Seconded: Carolyn Bond

Treasurers Report:

41.56	Operating Budget
5.00	Thanksgiving Basket
497.77	Shirts
1000.00	Staff Awards

Committee Reports:

- A. Staff Development & Evaluations - No Reports
- B. Staff Concerns & Grievances - No Report
- C. Committee on Committee - No Report
- D. Elections - Submitted by Jim Dills -
Passed out list of Senators whose term
is up in Sept. 04. He asked if we know
of someone who is a Level 5 to ask
them if they would be interested in serving
on Staff Senate

Old Business:

- A. Staff Awards Picnic - Successful - sold
354 tickets sold.
- B. New Staff Senate Shirts - Kathy Brooks -
looked at 3 companies - have narrowed it
down to 1. Charlie Forrester gave her one

other company to check out

C. Blood Drive Committee Report: Everything is ready.

New Business:

A. President Smith & Senator Courintha

Duncan talked about the Staff Senate participate in the Military Drive. Senator Duncan suggested that we invite Lt. Col. Jerry & Keith Johnson to speak to us at our next meeting.

Meeting dismissed

ETSU Staff Senate
P.O. Box 23042 • Johnson City, TN 37614

June 14, 2004

Carolyn Bond
P. O. Box 70665
Campus Mail

Dear Carolyn:

Thank you for your service to Staff Senate! As a reminder, your term of office ends as the new Senate is seated in September. We appreciate your participation in campus governance and hope you will consider serving another term. Nomination forms will be mailed to all staff members in the next few weeks. Please feel free to nominate yourself or have a co-worker nominate you, if you prefer.

Thank you again for demonstrating your ETSU Pride through your volunteer efforts. Best wishes as we continue to serve our university together!

Sincerely,

A handwritten signature in black ink that reads "Tim Dills". The signature is written in a cursive, flowing style.

Tim Dills, Elections Committee Chair