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2005 January 10 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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East Tennessee State University
STAFF SENATE
January 10, 2005
Forum - DP Culp Center

1. Call to Order
2. **Guest** – Jon Walker – Director of the CPA
(Center for Physical Activity)
3. **Approval of Meeting Minutes** –Minutes
4. **Treasurer Report**
5. **Committee Reports**
 - A. Staff Development and Evaluations
 - B. Staff Concerns and Grievances
 - C. Committee on Committee
 - D. Elections
5. **New Business:**
 - A. Welcome Carolyn Bond back to Staff Senate
(Replacing Cindy Proffitt as senator)
 - B. The victims of the Tsunami disaster.
 - C. Other new business.
7. **Old Business**
 - A. Kathy Brooks SS new shirts order.

Next Meeting – Monday February 14, 2004
DP Culp Forum Room
Speaker will be Mr. *Rich Ashley* from IIR Training Center

EAST TENNESSEE STATE UNIVERSITY
Staff Senate Minutes
January 10, 2005

PRESENT: Constance Alexander, Pat Barnett, Carolyn Bond, Kathy Brooks, Robert Calkins, Sharon Chandler, Laura Cooper, Reneé, Tim Dills, Marcia Donnelson, Corintha Duncan, Linda Greenwell, Betty Grice, Thomas Hill, Clifford Hudson, Trillis McKee, Donna Murphy, Pat Myrick, Terry Nelson, Judy Oaks, Betty Ann Proffitt, Sherri Renfro, Wanda Richardson, Kathy Smith, Rita Taylor, Carla Warner, Joe Webb

ABSENT: Amy Bower (excused), Mark Bragg (excused), Jeanine Carroll, Kim Denton (excused), Charles Forrester (excused), Joy Fulkerson, Darcy Martin, Diana McClay (excused), Andre Stevens, Karen Sullivan (excused), Cindy Weaver

1. President Kathy Smith called the meeting to order at 2:30 p.m.
2. President Smith welcomed Jon Walker and Allyson Griffin from the Center for Physical Activity Center. Mr. Walker discussed the Flextime Policy which is Personnel Policy 60. Flextime is when an employee adjust time schedules with approval of supervisor. Mr. Walker distributed a brochure of the CPA Center. He stated that an ETSU ID is needed to use facility. It was stated that cost for a spouse for a year is \$240 and dependents for a year is \$70. For part-time or non-benefit personnel the cost is \$240 for a year. The CPA opens at 7 AM.
3. Senator Betty Grice made a motion to approve the December 13 minutes with corrections and Senator Mary Duncan. seconded. Motion carried.

President Smith stated that 11 food baskets were distributed at Christmas.

4. Treasurer Report – Senator Tom Hill reported a balance in the operating account of \$2,369.39; Food Basket balance of \$1,265.77; and \$7,000 balance in staff awards.
5. Committee Reports
 - A. Staff Development and Evaluation Committee – A meeting was scheduled after Staff Senate Meeting.
 - B. Staff Concerns and Grievances – No Report
 - C. Committee on Committees – No Report
 - D. Elections Committee – No Report
6. New Business
 - A. President Smith welcomed Senator Carolyn Bond who is replacing Cindy Proffitt and Senator Joe Webb was welcomed back from his absence.
 - B. Victims of the Tsunami disaster – It was agreed among the senators that participation in the campus-drive would be done on an individual basis rather than having a fundraiser.
 - C. Other new business – Senator Pat Myrick stated that with all the relief going to help the Tsunami victims, this has put a strain on our area Red Cross and other humanitarian organizations who are also in need of financial help. She asked that we not forget our area organizations.

Senator Wanda Richardson stated that if someone made a donation directly to an organization and they could bring the receipt back to the ETSU United Way for credit.

Senator Carla Warner reminded the Senate of Homecoming to be held on Saturday, October 22, 2005. It still will be called the Fall Family Festival. The Festival of Authors will be held again for faculty, staff, and students and Senator Warner ask senators to get the word out so no one would be omitted.

7. Old Business

A. **New Staff Senate Shirts** – Senator Kathy Brooks stated there are new SS shirts available for \$12.00. She also has some of the old shirts available in XXL, XXXL, and large for \$6.00.

Senator Sharon Chandler asked why the change of color and Senator Brooks said the white had been discontinued.

President Smith read a Thank You Letter from Bill Rasnick thanking the Senate for the food baskets distributed to some of his employees during Christmas.

President Kathy Smith adjourned the meeting at 3:07 p.m.

Respectfully submitted,
Constance Alexander, Secretary

Jan. 10, 2005

President Smith called meeting to order at 2:30pm

Introduced Guest: Jon Walker - Director of the CPA
Flex Time Policy - DPT 60
HR website

Family swim time - Friday evening 7+09
Saturday morning 10+012
April will be the third anniversary

Minutes:

Motion: Betty Grace
Seconded: Mary Duncan

Treasurer Report: Tom Hill

Operating Budget: \$2,369.39
Staff Senate Shirts: \$1,265.77
Staff Awards: \$7,000.00

President Smith read a thank note for Mr. Bill Kasnick for the Christmas baskets and gift cards that some of the Physical Plant employees received from the Staff Senate.
Total amount: \$280.00

Committee Reports:

- A. Staff Development & Evaluations: Meeting immediately following Staff Senate meeting.
- B. Staff Concerns & Grievances: No report
- C. Committee on Committees: No report
- D. Elections: No report

New Business:

- A. President Smith welcomed Carolyn Bond and Joe Webb back to the Senate
- B. President Smith said she received a request for the Staff Senate to support the victims of the Tsunami disaster. It was agreed among the Senators to participate with the campus-wide drive.
- C. Pat Myrick mentioned that a strain had been put on local chapters for relief due to the Tsunami.

Old Business:

- A. Kathy Brooks - New shirts - \$12.00
old shirts - \$6.00
- B. Carla Warner mentioned that Family Fall Festival would be on Saturday, Oct. 22nd.

Meeting dismissed at 3:10pm.

Standing Committees Members

Staff Development and Evaluation	Staff Concerns and Grievance
<u>Marcia Donnelson - Chair</u>	<u>Karen Sullivan - Chair</u>
Betty Grice	Kathy Brooks
Judy Oaks	Sharon Chandler
Clifford Hudson	Sherri Renfro
	Bob Calkins
	Amy Bower
	Laura Cooper
	Carla Warren
Committee on Committees	Elections
<u>Judy Oaks - Chair</u>	<u>Tim Dills - Chair</u>
Renee Couch	Linda Greenwell
Jeanine Carroll	Pat Barnett
Clifford Hudson	Constance Alexander
	Clifford Hudson
	Trillis McKee
	Carla Warner