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Staff Senate Agendas and Minutes

Agendas and Minutes

4-10-2006

2006 April 10 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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AGENDA
APRIL 10, 2006
Forum - DP Culp Center

1. **Call to Order**

2. **Presentation from Dr. Larry Calhoun, Dean, College of Pharmacy**

3. **Approval of March 13 Minutes**

4. **Treasurer's Report**
 - A. Thanksgiving Food Drive Account Balance
 - B. Operating Account Balance
 - C. Picnic/Awards Account Balance

5. **Committee Reports**
 - A. Staff Development and Evaluations
 - B. Staff Concerns and Grievances
 - C. Committee on Committees
 - D. Elections

6. **Old Business**
 - A. Picnic Committee – Sign up sheet
 - B. Blood Drive

7. **New Business**

Next Meeting – May 8, 2006
In the Meeting Room #2
Guest Speaker: Lisa Moffet-Hogue, Field Rep. - TSEA

Staff Senate Minutes

April 10, 2006

PRESENT: Constance Alexander, Lisa Blackburn, Carolyn Bond, Amy Bower, Kathy Brooks, Queen Brown, Sharon Chandler, Renee Couch, Tim Dills, Marcia Donnelson, Corintha Duncan, Denise Dunn, Joy Fulkerson, Linda Greenwell, Betty Grice, Tom Hill, Linda Lett, Cindy Lybrand, Trillis McKee, Donna Murphy, Betty Ann Proffitt, Wanda Richardson, David Robinson, Kathy Smith, Trish Stafford, Vanessa Stephens, Andre Stevens, Karen Sullivan, Carla Warner, Pam White

ABSENT: Pat Barnett, Kim Blevins (excused), Mark Bragg (excused), Jeanine Carroll (excused), Charles Forrester, Diana McClay (excused), Terry Nelson (excused), Sherri Renfro (excused), Rita Taylor (excused), Michael Vaughn

President Renee Couch called the meeting to order at 2:30 p.m. and welcomed everyone to the meeting. President Couch introduced our guest speaker, Dr. Larry Calhoun, Dean, College of Pharmacy. He gave an overview of where the College of Pharmacy was at this point. He gave the five (5) areas in which they are working on: (1) Accreditation: January 2007 – classes start; Vote for Pre-candidacy; (2). Students – First class of 65 students- have received 465 applications that have paid their fees – April 20th interviewing the first 30 candidates; (3). Leadership Team – 2 deans and 2 associate deans have been hired; (4). Fundraising – have received the full amount to begin with; (5). Physical plan – Renovating of Building 7 on the VA campus - should be finished in the Fall of 2008.

MINUTES: President Couch asked for approval to the minutes from the March meeting. Senator Tom Hill made the motion to approve and it was seconded by Constance Alexander. The minutes were approved.

TREASURER'S REPORT: Senator Trillis McKee reported a balance in the Thanksgiving food drive account of \$71.00; a balance in the operating account of \$2,868.11; and a balance in the Staff Awards Account of \$7,000.

COMMITTEE REPORTS:

- A. Staff Development and Evaluations: No report
- B. Staff Concerns and Grievances: No report
- C. Committee on Committees: Submitted by Senator Carla Warner. Calling on people who are the committees whose terms are expiring, to see if they would be willing to serve again; Veterans Affairs committee – needs someone who is a veteran and does not need to be a Staff Senator; Animal Care Committee – Someone who works with animals.
- D. Elections Committee: No Report

STAFF SENATE MINUTES

April 10, 2006

Page 2

OLD BUSINESS:

- A. Senator Carolyn Bond, Chairman of the Staff Picnic mentioned that the committee had met on March 23rd to being make plans for the Staff Picnic; the Staff Awards Nomination Forms had been emailed to all staff except the Physical Plant, which had been mailed; Asked that the Senators sign up to work in 2 hour slots during the picnic.
- B. Senator Betty Grice, Chairman of the Blood Drive mentioned the date for the Blood Drive was May 11th. Hope to have publicity from the American Red Cross soon. The place for the Blood Drive would be the right side of the ballroom.

New Business:

- A. Senator Tim Dills mentioned that Trillis McKee had been recognized by the College of Business for the Outstanding Staff Award.

Senator David Robinson made the motion that the meeting be adjourned. The meeting was adjourned at 3:15 pm. The next meeting will be Monday, May 8, 2006, in Meeting Room #2.

Respectfully submitted,

Carolyn Bond, Secretary

4-10-06

Kim Blewins

called vs order - 7:30 pm - President Couch

Guest Speaker: Dr. Larry Calhoun, Dean
College of Pharmacy

Five areas: ① Accreditation -

Jan 07 votes for Pre Candidate

4/20 first³⁰ Candidate

② Students - 1000 first class

465 application / paid fee

2 deans
2 associate deans

③ Leadership Team -

④ Fundraising

⑤ Physical plan - Bldg 7 - V7

Fall 2008

Minutes: motion: Jon Hill

Seconded: Constance Alexander

Treasurers:

Reports:

③ Committee on Committees: Clara Warner

calling people on committee whose term is up.
Veterans Affairs Com. - Veteran and not a
member of Staff Senate.

Animal Care Com - Someone who works with
Animals.

Picnic Committee -

Blood Drive - May 11th

no publicity from Amer. Red Cross
right side of ballroom

New Business

- ① Recognize Nellis McKee -
Coll. of Business Staff Awards

Motion to adjourn - David Robinson

MEMBERSHIP ROSTER

April 10, 2006

NAME	SIGNATURE
Alexander, Constance	<i>Constance Alexander</i>
Barnett, Pat	
Blackburn, Lisa	<i>Lisa Blackburn</i>
Blevins, Kim	<i>Excused</i>
Bond, Carolyn	<i>Carolyn Bond</i>
Bower, Amy	<i>Amy Bower</i>
Bragg, Mark	<i>Excused</i>
Brooks, Kathy	<i>Kathy Brooks</i>
Brown, Queen	<i>Queen Brown</i>
Carroll, Jeanine	<i>Excused</i>
Chandler, Sharon	<i>S. Chandler</i>
Couch, Renee	<i>Renee Couch</i>
Dills, Tim	<i>Tim Dills</i>
Donnelson, Marcia	<i>Marcia Donnelson</i>
Duncan, Corintha	<i>Corintha Duncan</i>
Dunn, Denise	<i>Denise Dunn</i>
Forrester, Charles	
Fulkerson, Joy	<i>Joy Fulkerson</i>
Greenwell, Linda	<i>Linda Greenwell</i>
Grice, Betty	<i>Betty Grice</i>
Hill, Thomas	<i>Thomas Hill</i>
Lett, Linda	<i>Linda Lett</i>
Lybrand, Cindy	<i>Cindy Lybrand</i>

McClay, Diana	Excused
McKee, Trillis	Trillis McKee
Murphy, Donna	Donna Murphy
Nelson, Terry	Excused
Proffitt, Betty Ann	Proffitt
Renfro, Sherri	Excused
Richardson, Wanda	Wanda Richardson
Robinson, David	D. Paul Robinson
Smith, Kathy	Kathy Smith
Stafford, Patricia	Jack Stafford
Stephens, Vanessa	Vanessa Stephen
Stevens, Andre	Andre Stevens
Sullivan, Karen	Karen S. Sullivan
Taylor, Rita	
Vaughn, Michael	
Warner, Carla	Carla Warner
White, Pam	Pam White
Sanders, John Director of Human Resources	Excused
Bishop, Wilsie Dr.	Wilsie Bishop

Guest : Miriam Mathews ~~_____~~

DATE RUN 03/10/06
 TIME RUN 23:38:26
 FY=06
 FBM090 - A1

EAST TENNESSEE STATE UNIVERSITY
 FINANCIAL RECORDS SYSTEM

REPORT PAGE 1274
 PROGRAM ID FBM092

ACCOUNT STATEMENT FOR 02/28/06

ACCOUNT PAGE 1

ACCT: 2-60800
 REPT DIST: 326

DEPT: 20100

STAFF SENATE

TO: MCKEE TRILLIS
 70671

OBJ CODE DESCRIPTION	-----BUDGETS-----		-----ACTUALS-----		OPEN COMMITMENTS	BALANCE AVAILABLE	PERC USED
	ORIGINAL	REVISED	CURRENT MONTH	FISCAL YEAR			
4000 OPERATING EXPENSES	3,000.00	2,868.11				2,868.11	0
4110 PRINT SUPPLIES-INST		12.00		12.00			100
4551 FOOD-ARAMARK		67.00		67.00			100
4570 PROCUREMENT CARD SUP		52.89		52.89			100
4710 SCHOLARSHIPS-APS	2,560.00	2,560.00				2,560.00	0
5311 PROF/ADM SUPPORT	130.00-	130.00-		130.00-			100
5312 PROF/ADM SUPP-COM/FP	1,420.00-	1,340.00-		1,340.00-			100
5313 PROF/ADM SUPP-UN SCH	10.00-	10.00-		10.00-			100
OPERATING SUPPLIES	4,000.00	4,080.00		1,348.11-		5,428.11	33-
TOTAL EXPENSES	4,000.00	4,080.00		1,348.11-		5,428.11	33-
ACCOUNT TOTAL	4,000.00	4,080.00		1,348.11-		5,428.11	33-

THIS IS A SUMMARY OF YOUR ACCOUNT. THE DETAIL IS ON FBM 091. PLEASE
 CALL EXT 4316 FOR UNIV ACCTS OR 6102 FOR FDN ACCTS WITH QUESTIONS.

DATE RUN 03/10/06
TIME RUN 23:37:14
FY=06
FBM091

EAST TENNESSEE STATE UNIVERSITY
FINANCIAL RECORDS SYSTEM

REPORT PAGE 2166
PROGRAM ID FBM091

REPORT OF TRANSACTIONS FOR 02/28/06

ACCOUNT PAGE 1

ACCT: 0-80842
DEPT: 20100

STAFF SENATE DONATIONS FOR FOOD BASKETS

TO: MCKEE TRILLIS
70671

ACCT CTL	DESCRIPTION	DATE	TC	REF.	2ND REF.	J.E. OFFSET ACCOUNT	PREVIOUS BALANCE	CURRENT MONTH	TOTAL TO DATE	BATCH REF. DATE
1100	CM TOTAL CLAIM ON CASH						71.00		71.00	
2540	CM TOTAL OTHER DEPOSITS-INFLO						71.00-		71.00-	

FUND BALANCE CHANGE

DATE RUN 03/10/06
TIME RUN 23:42:54
FY=06
FBM090 - A1

EAST TENNESSEE STATE UNIVERSITY
FINANCIAL RECORDS SYSTEM

REPORT PAGE 30
PROGRAM ID FBM092

ACCOUNT STATEMENT FOR 02/28/06

ACCOUNT PAGE 1

ACCT: 9-91480
REPT DIST: 298

DEPT: 20100

STAFF AWARDS

TO: DILLS TIM
70699

OBJ CODE DESCRIPTION	-----BUDGETS-----		-----ACTUALS-----		OPEN COMMITMENTS	BALANCE AVAILABLE	PERC USED
	ORIGINAL	REVISED	CURRENT MONTH	FISCAL YEAR			
4000 OPERATING EXPENSES	7,000.00	7,000.00				7,000.00	0
TOTAL EXPENSES	7,000.00	7,000.00				7,000.00	0
ACCOUNT TOTAL	7,000.00	7,000.00				7,000.00	0

THIS IS A SUMMARY OF YOUR ACCOUNT. THE DETAIL IS ON FBM 091. PLEASE
CALL EXT 4316 FOR UNIV ACCTS OR 6102 FOR FDN ACCTS WITH QUESTIONS.