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11-13-2006

### 2006 November 13 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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**Tentative  
AGENDA**

**Staff Senate Meeting  
November 13, 2006  
Meeting Room 6 - DP Culp Center  
2:30 p.m.**

1. **Call to Order**
2. **Guest Speaker: Dr. Paul Stanton, Jr., President**
3. **Approval of Minutes - October 9, 2006**
4. **Treasurer's Report**
5. **Old Business**
  - Selection of Committee Chairs/Co-Chairs
  
  - Standing Committees-  
Staff Development & Evaluation  
Committee on Committees  
Staff Concerns & Grievances  
Committee on Elections
  
  - Project Committees-  
Thanksgiving Food Drive Committee  
Staff Picnic Committee  
Blood Drive Committee
  
  - Staff Convocation/Feedback
  - Staff Ring
  - ETSU Pride Walk
6. **New Business**
  - Thanksgiving Food Drive
  - Staff Senate Vacancy – Marcia Donnelson

**Next Meeting – December 11, 2006  
In the Meeting Room #6**

**STAFF SENATE  
MINUTES  
November 13, 2006**

**PRESENT:** Constance Alexander, Pat Barnett, Lisa Blackburn, Kim Blevins, Amy Bower, Queen Brown, Robert Calkins, Cindy Canter, Sharon Chandler, Renee Couch, Tim Dills, Corintha Duncan, Charles Forrester, Linda Greenwell, Dilawar Grewal, Betty Grice, Angela Haire, Linda Lett, Diana McClay, Donna Murphy, Terry Nelson, Judy Oaks, Debbie Parks, Betty Ann Proffitt, Sherri Renfro, David Robinson, Jamie Simmons, Kathy Smith, Debbie Starnes, Vanessa Stephens, Karen Sullivan, Carla Warner, Pam White

**ABSENT:** Carolyn Bond (excused), Jeanine Carroll (excused), Denise Dunn, Wanda Richardson (excused), Patricia Stafford, Michael Vaughn, George Wagner.

The meeting was called to order by President Karen Sullivan at 2:30 p.m.

**GUEST SPEAKER:** President Sullivan welcomed Dr. Paul E. Stanton, Jr., to the meeting. Dr. Stanton shared the following:

- Student enrollment is up from last year by 509 students, which places ETSU second in system only to Tennessee Tech.
- New operational dollars from the state have been received with anticipation of receiving additional dollars in the future.
- Dr. Wilsie Bishop and a Parking Study Focus Group are working with Carl Walker, Inc., to assist ETSU in the development of a parking and transit master plan.
- There are plans for facility improvements which include: the location of the proposed Fine Arts Building; construction and renovation plans for housing; athletic facilities; and creation of "green" areas to beautify the campus, better boundary delineation, entrance improvements, and traffic flow.
- There are more capital outlay dollars available for next year than have been in the last few years.
- Three ETSU doctoral level programs have been approved by THEC, and there are plans for 13-15 new doctoral levels in the future.
- The Giving Campaign stands at \$65,471.00, which is (60%) of its \$90,000 goal.
- Based on state fire marshal regulations on the use of Memorial Center, seating will be limited to approximately 6,000. Administration is working with the new fire marshal to enhance the life safety plan.
- Administration has met with several representatives of the Carnegie Hotel whose group is interested in purchasing the property next to Millennium Centre and

building a four-story structure, which could be leased, all or in part, to the university.

- Plans are in the making for the next step in the equity salary plan, which should bring everyone within 90% of the salary plan. This is the university's number one priority. The salary equity plan should be consummated next July and there is \$1.2 million new dollars needed to accomplish this next step.
- Longevity Pay – part time eligibility – The longevity pay plan mandated by state legislature includes regular part-time employees who are scheduled to work 1600 or more hours (82.1% time) in a fiscal year.
- CPS Exam- The 9% increase in base pay is considered a good benefit for awarding individuals for their educational achievements.

**MINUTES:** Senator Betty Ann Proffitt made the motion to approve the minutes of October 9, 2006. Motion seconded by Senator Kim Blevins. The minutes were approved as distributed.

**TREASURER'S REPORT:** Senator Amy Bower reported that the budget currently stands at \$1,500.00. She reported that monetary donations in the amount of \$1,060.00 have been received for the food drive.

**COMMITTEE REPORTS:**

- Staff Development and Evaluations: no report  
Chair: (to be determined)
- Staff Concerns and Grievances: no report  
Chair: Senator Sherri Renfro; Co-chair: Senator Carolyn Bond
- Committee on Committees: no report  
Chair: Senator Carla Warner
- Elections Committee: no report  
Chair: Senator Tim Dills; Co-chair: Senator Linda Greenwell
- Thanksgiving Food Committee:  
Co-chairs: Senators Wanda Richardson and Jamie Simmons

Senator Jamie Simmons reported that as of today approximately \$1,900.00 has been collected for purchasing Food City gift cards for meat and other fresh food items for the food baskets. ETSU faculty, staff, and students have been most generous in giving canned and boxed food items. In order to meet the needs of our ETSU families and those in surrounding communities, a total of 213 or more boxes of food must be made available. Food items will be stored at the CPA Center where students, members of Faculty Senate and Student Government, as

well as Staff Senate members will help to sort and box food on November 16-17. Food boxes will be distributed on November 20<sup>th</sup>.

- Blood Drive:  
Chair: Senator Betty Grice

Senator Betty Grice reported that the Annual 2007 Blood Drive has been re-scheduled from June 19<sup>th</sup> to June 12<sup>th</sup>, but she has not yet received verification from the American Red Cross. The location for the Blood Drive has been moved to the left side of the Culp Center Ballroom.

#### **OLD BUSINESS:**

- Staff Convocation: The 2006 Staff Convocation was a great success and Senators agreed they would like to continue to have Staff Convocations in the future.
- Staff Ring: Senator Terry Nelson announced that staff rings are now officially for sale. He will distribute a picture of the ring to each member of the Senate so they may post the flyer in their respective areas in order to promote sales. He is working to see if payroll deduction may be an option. The first order of rings should be received after the first of the year.
- ETSU- Pride Walk: To date approximately 861 orders have been placed for an inscribed brick. The cost for a brick is \$60.00 through October 31, and will increase to \$120.00 thereafter. Installation of the Pride Walk is projected in October 2007; however, a site location has not yet been determined.
- Senator Marcia Donnelson has resigned her position on Staff Senate as the College of Nursing's representative. An individual may either be appointed or have the Nursing staff elect someone to fulfill her term of office, which will expire in September 2007.

Senator Tim Dills made the motion that the meeting adjourn. Motion seconded by President Elect Lisa Blackburn.

The next meeting is scheduled Monday, December 11, 2006, at 2:30 pm in the Culp Center, Meeting Room #6.

Respectfully submitted,  
Pamela White  
Secretary