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2007 May 14 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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AGENDA

**Staff Senate Meeting
May 14, 2007
Stanton-Gerber Building 178
Ground Floor, Small Auditorium (Room B-003)
2:30 p.m.**

1. **Call to Order**
2. **Approval of Minutes** – April 9, 2007
3. **Treasurer's Report**
4. **Committee Reports**
 - Staff Development and Evaluations
 - Staff Concerns and Grievances
 - Committee on Committees
 - Committee on Elections
 - Thanksgiving Food Committee
 - Picnic Committee
5. **Old Business**
 - General Tour of College of Medicine Stanton-Gerber Building –
Doug Taylor, Assistant Dean, Student Affairs
 - Tour Human Patient Stimulator Laboratory – Mr. Jake Drumm,
Coordinator of HPS
 - Tour Gross Anatomy Lab – Dr. Thomas Kwasigroch, Associate Dean,
Student Affairs
 - Electron Microscope Demonstration – Dr. Fred Hossler, Professor,
Anatomy and Cell Biology
6. **New Business**
7. **Open Floor for New Agenda Items/Concerns**
9. **Adjournment**

Next Meeting – June 11, 2007
DP Culp Center Forum

**MINUTES
STAFF SENATE MEETING**

ETSU, James H. Quillen College of Medicine
Stanton-Gerber Building 178
Small Auditorium
May 14, 2007

PRESENT: Constance Alexander, Lisa Blackburn, Carolyn Bond, Queen Brown, Robert Calkins, Cindy Canter, Renee Couch, Tim Dills, Corintha Duncan, Denise Dunn, Charles Forrester, Linda Greenwell, Dilawar Grewal, Angela Haire, Terry Nelson, Debbie Parks, Betty Ann Proffitt, Wanda Richardson, David Robinson, Jamie Simmons, Patricia Stafford, Vanessa Stephens, Karen Sullivan, Carla Warner, and Pamela White.

ABSENT: Pat Barnett, Kim Blevins, Amy Bower, Jeanine Carroll, Sharon Chandler, Betty Grice, Donna Lee, Linda Lett, Diana McClay, Donna Murphy, Judy Oaks, Sherri Renfro, Kathy Smith, and Debbie Starnes.

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

MINUTES: Senator Dills made the motion to approve the minutes of April 9, 2007. Motion seconded to by Senator Nelson. The minutes were approved without change.

TREASURER'S REPORT: Treasurer Bower, who was unable to attend the meeting, requested that President Elect Blackburn give the following report:

The current balance in the Operating account is \$4,931.66, and the Foundation account balance remains at \$7,000.00, as charges for the picnic have not been charged against the account as of this date.

COMMITTEE REPORTS:

- **Staff Development and Evaluations:** no report
- **Staff Concerns and Grievances:** no report
- **Committee on Committees:** no report
- **Elections Committee:** no report
- **Thanksgiving Food Drive:** no report
- **Picnic Committee:** Senator Bond reported that preparations for the 2007 Annual Staff picnic have been finalized and senators should report to the CPA courtyard at 10:00 a.m. to assist with decorations and set-up. Approximately 459 RSVPs have been received, thus far, and she indicated that volunteers are needed to distribute tickets to staff as they enter the courtyard in order to participate to win a door prize. President Sullivan thanked Senator Renfro for collecting donations from several local businesses, which were given for door prizes, and Ms. Rita Taylor for her decorating expertise. She reminded the Senators that they are

requested to stay after the picnic for clean up duty. After the event, Senators are encouraged to provide feedback regarding the picnic to President Sullivan or Senator Bond.

- **Blood Drive:** As Senator Grice was unable to attend the meeting, she requested that President Sullivan pass around a sign-up sheet for those who wish to volunteer on June 12th to assist with the Staff Senate sponsored Blood Drive. As soon as promotional materials are received from the American Red Cross, Senator Grice will distribute the information. The American Red Cross has proposed June 3rd as the date for the 2008 Blood Drive.

OLD BUSINESS:

- **Staff Ring** - Senator Nelson reported that the Staff ring is now available for sale at a cost of approximately \$250.00. He indicated that Balfour plans to have a booth at the Staff Picnic and that he, as well as Balfour representatives will be available to answer questions regarding the purchase of a ring.
- **2007 Distinguished Staff Award** - President Sullivan thanked Senator Dills and those serving on the Distinguished Staff Awards committee for their efforts in the selection process.

NEW BUSINESS: None

OPEN FLOOR FOR NEW AGENDA ITEMS/CONCERNS: none

Immediately after the meeting adjourned at 2:45 p.m., the Senate toured the ETSU, James H. Quillen College of Medicine, Stanton-Gerber Building 178.

**ETSU
JAMES H. QUILLEN COLLEGE OF MEDICINE
Stanton-Gerber Building 178
TOUR**

Mr. Gregory L. Wilgocki, Executive Associate Vice President, Department of Finance and Administration, welcomed the Senate to ETSU, James H. Quillen College of Medicine; the first ever Staff Senate meeting to convene away from the D.P. Culp Center and tour a facility. Mr. Doug Taylor, Assistant Dean for Financial Aids, Office of Student Affairs, presented a brief presentation of the history of the College of Medicine, and its mission to educate future physicians, especially those with an interest in primary care to practice in underserved rural communities. Mr. Taylor stated that the College of Medicine, which began 29 years ago, has an average class size of sixty students with a faculty/student ratio of 1:1. The College offers degrees in Doctor of Medicine, Master of Science, and Doctor of Philosophy, and is ranked 3rd in the nation for rural medicine,

17th in the nation for primary care, and 16th in the nation for family medicine. He noted that the first graduating class (1982) consisted of 24 students of which 25% were female, and that 60% of the graduates chose to practice Primary Care Medicine.

From the Small Auditorium, the Senate was escorted to the Gross Anatomy Laboratory where Dr. Thomas Kwasigroch, Associate Dean, Office of Student Affairs, Director of the Anatomical Gift Program, and Course Director of the Human Body, presented a presentation that included plasticized human body parts (i.e., brain, liver, cross section of lungs, and heart), which demonstrated the differences between healthy and diseased organ tissue. It was noted that human remains may be donated to the James H. Quillen College of Medicine for the purpose of medical education and research through its Anatomical Gift Program. He pointed out that the up most respect and confidentiality is always given to donated remains, and a memorial service for the cadavers/remains is performed completely by students after the completion of each semester.

Senators were next escorted to the Human Patient Simulator Laboratory (HPS), where students are provided "hands-on" learning experiences on a computer driven mannequin that can be programmed to have a variety of physiologic presentations based on physiologically accurate algorithms. Dr. Martin Eason, Director of the Center for Experiential Learning, and Assistant Professor, Office of Academic Affairs, hosted this part of the tour, and indicated that the patient simulators will respond in real time to external stimuli such as chest compression, cardioversion, pharmacotherapy, and intubation. He noted that the anatomically correct simulators consume oxygen and exhale carbon dioxide; they have pulses, and emit cardiac and pulmonary sounds. The HPS laboratory is currently being expanded, and at present has five human patient simulators.

As the tour continued to the laboratory of Dr. Fred Hossler, Professor, Department of Anatomy and Cell Biology, Senators enter into a small room with walls lined with black and white and color photographs of images which look like objects from under the ocean, but are actually dimensional and intricate views of substructures and micro-designs of insects, leaves, fish scales, pollen, and human tissue the eye and light microscopes cannot see. Dr. Hossler explained that the images were photographed with a **scanning electron microscope (SEM)**, which uses electrons rather than light to magnify images up to 100,000 times their normal size. The instrument is used as a research aid and teaching tool to photograph sections of the human body so students can better understand how it functions.

The tour ended with Senators posed on the front steps of Stanton-Gerber Building for a photograph that will be placed in a future issue of the *Accent* magazine.

Respectively submitted,
Pamela White
Secretary