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Staff Senate Agendas and Minutes

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6-8-2009

2009 June 08 - Staff Senate Agenda and Minutes

Staff Senate, East Tennessee State University

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AGENDA

**Staff Senate Meeting
June 8, 2009
Forum Room - DP Culp Center
2:30 p.m.**

1. Call to Order
2. Guest Speaker: Mr. Rich Ashley, Office of Human Resources
Presenting Video: *Do Right* by Lou Holtz
3. Approval of Minutes – May 11, 2009
4. Treasurer's Report
5. Committee Reports

Each committee chair or their designee needs to be prepared to GIVE an updated/first draft year-end report for this year at the JUNE meeting with the “final” year-end report to be given at the August meeting.

- Staff Development & Evaluation
 - Committee on Committees
 - Staff Concerns & Grievances
 - Committee on Elections
 - Holiday Food Drive Committee
 - Staff Picnic Committee
 - Blood Drive Committee
6. Old Business
 - Website Committee Update
 7. Open Floor for New Agenda Items / Concerns
 8. Adjournment

***Next Meeting – July 13, 2009
Gatton College of Pharmacy Tour
Conference Room, 2nd Floor
Bldg 7, VA Campus***

STAFF SENATE MEETING

MINUTES

Forum Room, DP Culp Center

June 8, 2009

2: 30 PM

Note to Senators: Please share the Senate agenda, minutes, and any other enclosures with your colleagues prior to the scheduled meeting. Senate meetings are open to all staff. Agendas, minutes, and attendance rosters are available on the Staff Senate website at <http://www.etsu.edu/staffsenate/>

PRESENT: Constance Alexander, James Batchelder, Lisa Blackburn, Carolyn Bond, Angela Brewer, Deanna Bryant, Robert Calkins, Cindy Canter, Renee Couch, Tim Dills, Corintha Duncan, Charles Forrester, Angela Haire, Myra Jones, Linda Lett, Susan Lilly, Diane McClay, Donna Murphy, Debbie Parks, Chuck Patton, Betty Ann Proffitt, Shea Renfro, Wanda Richardson, Sharon Riddle, Dave Robinson, Jamie Simmons, Kathy Smith, Patricia Stafford, Debbie Starnes

ABSENT: Sarah Bradford (excused), JoAnn Fitzgerald (excused), Linda Greenwell (excused), Stephanie Nave (excused), Sue Russell (excused), Vanessa Stephens (excused), Karen Sullivan (excused), Carla Warner (excused), Queen Brown, Joy Fulkerson, Joe Miller

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

GUEST SPEAKER: President Richardson welcomed Mr. Rich Ashley to the meeting. Ashley, Training Manager for the Employee Development Center (EDC) in the Office of Human Resources, explained the mission and goals of the department and the part it plays in the orientation of new employees at ETSU. He also spearheads the Career Skills Enhancement Program, Special Projects for HR, EDC's website, and supervises Graduate Assistants. Ashley continued by presenting the video, *Do Right*. For more program information, visit <http://www.etsu.edu/edc/>.

MINUTES: Senator Lett made the motion to approve the minutes of May 11, 2009. Motion seconded by Senator Robinson. The minutes were approved as distributed.

TREASURER'S REPORT: Senator Canter reported a balance of \$4,456.59 in the operating account. This includes supplies used to create the exhibit boards depicting past staff award winners, which was displayed at the May 2009 Staff Appreciation Picnic.

President Richardson announced that the Staff Senate would be sending a letter of congratulations to the employees (including faculty) that were taking the buyout. She passed around Staff Senate letter head for the Senators to sign and/or put notes on for those taking the volunteer buyout.

COMMITTEE REPORTS:

NOTE: Each committee presented its year-end report; copies are included as attachments with these minutes.

- *Staff Development and Evaluations:*
- *Committee on Committees:*
- *Staff Concerns and Grievances:*
- *Elections Committee:* Election ballots will be sent via email, which, according to Dr. Collins, will require the approval of a Vice President.
- *Holiday Food Drive Committee:*
- *Staff Picnic Committee:* Senator Bond reported that 465 people were registered at the picnic and more than 50 others that did not sign-in. There were 69 vendors who supplied door prizes. Dr. Stanton remarked that he thought it was the best picnic we have ever had.
- *Blood Drive:*

OLD BUSINESS:

- *Website / Communication Update:* Senator Dills thanked Senator Jones and her group for their input and help throughout the process of implementing the new website. He suggested that a Standing Committee be initiated to keep the site updated. President Richardson asked Senator Dills to work on setting that up.

OPEN FLOOR FOR NEW AGENDA ITEMS:

Senator Bond brought up the change in the Faculty Senate, which is to have their President serve for two terms instead of one. It would also be a two-year commitment for the President elect and past President. The idea was discussed at length to possibly change the Staff senate terms as well, but it was agreed that an issue of this magnitude should not be rushed into and should be considered by the full senate. The idea was tabled for a later date

The Staff Convocation will be November 5, 2009 from 2:00-4:00 pm. Transportation will not be provided for the College of Medicine, College of Pharmacy or Family Medicine.

There being no further business, Senator Duncan made a motion to adjourn the meeting, motion seconded by Senator Blackburn.

Respectfully submitted,
Sue Russell
Secretary

*The next meeting is Monday, July 13, 2009 @2:30 pm
Gatton College of Pharmacy*

Please send notices of non-attendance to russell@etsu.edu and agenda items to wanda@etsu.edu

Do Right with Lou Holtz

3 Universal Rules

1. Do the right thing (Do Right) TRUST
 - a. Honesty
 - b. Fairness

2. Do the best you can COMMITMENT
 - a. All the time and in all ways
 - b. It is hard to live with losing, mediocrity, failure
 - c. Learn to play with pressure
 - d. You don't do anyone a favor by allowing them to get by with the bare minimum
 - e. Appreciate the things you work for most
 - f. "First be the best, then we will be first."

3. Treat others as you would like to be treated LOVE
 - a. Golden Rule
 - b. Platinum Rule: Treat others as they would like to be treated.
 - c. Take the opportunity to let people know you appreciate them before it is too late.

Answer the 3 **questions** everyone has:

1. Can I trust you? TRUST

2. Are you committed? COMMITMENT

3. Do you care about me? LOVE

Tid Bits

Teamwork: hand and fist analogy – synergy

Name Poem: What kind of name are you leaving for your children?

Builder Poem: Which type do you want to be: one who tears down or builds up?

How does this relate to the *ETSU Values*?

- People come first
- Relationships
- Diversity
- Excellence
- Efficiency
- Commitment

How does this relate to the *FISH!* principles?

- Play
- Be There
- Make Their Day
- Choose Your Attitude

The Builder

I saw a group of men in my hometown.
I saw a group of men tearing a building down.
With a heave and a ho and a mighty yell,
They swung a beam and the sidewalk fell.
And I said to the foreman, "Are these men skilled.
The type you'd hire if you wanted to build?"
And he laughed and said, "Why, no indeed."
He said, Common labor's all I need.
For I can tear down in a day or two
What it took a builder ten years to do."
And I thought to myself as I walked away,
"Which of these roles am I going to play?
Am I the type that constantly tears down
As I make my way, foolishly, around?
Or am I the type that's trying to build with care,
In hopes that my organization will be glad I was there?"

Taken from the "Do Right" video by Lou Holtz