

**THE UNIVERSITY OF MEMPHIS**  
**Staff Senate Meeting Minutes**  
**225-B McWherter Library**  
**January 21, 1999**

**Absent:** Gracie Cato, Mark Copley, Sherry Crone, Hazel Haywood, Bernedine Kelly, Michelle Stout, and Marcia Taylor

**Excused:** Glenda Barton, Verlinda Franklin, Pat Green, Barbara Harris, Nancy Hollingsworth, Kathy Kolby, Barbara Moore, Janice Morganfield, Patricia Taylor, Jeanne Tutor, and Carolyn Zoccola

**Present:** Beverly Anthony, Kathy Atkinson, Charlie Black, Sam Brackstone, Devonia Cage, Steve Canaday, Gary Carman, Pam Cash, Linda Clark, Steven Conlee, Diane Cooper, Patricia Ehrlich, Gary Fortner, Addie Hughes, Diana Humphrey, Richard Jones, Bill Lansden, Joanne Lippy, Larry Mayes, Janet Mitchell, Lynne Owens, Norma Price, Ginny Reed, Bernice Richardson, Patty Simonton, and Bobbie Steiner

1. Meeting called to order at 9:35 a.m.
2. Roll called.
3. Sam Brackstone spoke briefly, while waiting for enough senators to make a quorum, on the new Collierville campus. There was a headline in the Collierville Herald announcing this campus. This will be a great addition to the University and will increase the off-campus enrollment which is currently approximately 2900 students.
4. Committee reports:

**Finance Committee:** Larry Mayes - The current balance our account is \$6,985.71.

**Election Committee:** Pam Cash - The election process will begin in March with the newly appointed election committee.

**AD-Hoc Bylaws Committee:** Diane Cooper - Currently there is no term limitation on an executive officer, their term runs the length of their senate seat. The senate agreed that there needs to be a policy.

Also, needed is a detailed policy in the By-Laws for attendance by Senators.

**Issues Review Committee:** Diane Cooper - A further update was given on the Employee Referral Program. Since the program started, two University employees have received the \$100 reward.

An employee expressed concern for her safety and wanted assistance. She was concerned because she was on campus late and didn't feel safe going from her building to her car. The Issues Review Committee researched this concern and helped the employee reach departments that could assist her with this. She expressed her satisfaction with the assistance provided by the Staff Senate Issues Review Committee.

The Child Care Center had a number of calls and some takers for the after-school care program. The center is looking into the price with the view of possibly lowering their cost.

On the issue concerning children on campus, there is no current University policy. The senate will be sending a letter to Dr. Smith.

**Standing Committees:**

Traffic/Parking Authority: Michelle Stout - None

Safety Committee: Richard Jones - None

Facilities and Services Com.: Janet Mitchell - None

IT Planning Policy Council: Steve Canaday - None

IT Admin. Advisory Com.: Steve Conlee - None

Bookstore Committee: Carolyn Zoccola - None

Food Services Committee: Patty Simonton - Went to the tasting Food Services had and is waiting on the first meeting.

Public Records: Need a Volunteer

Fee Refunds & Appeals: Joann Lippy - None

## 5. New Business:

The Election Committee was noted and approved as follows:

- Gary Carman
- Patricia Ehrlich
- Diana Humphrey
- Mark Copley
- Lynne Owens

The issue of a Staff Appreciation Day was brought up and approved by the senate for early spring. It was noted to make sure it was held after graduation. Senator Diane Cooper volunteered to chair the Staff Appreciation Day organization committee.

An issue was brought up concerning parking in the Administration Lot. The concern was the overage that is sold versus the number of spots available, many which appear to be used by University related vehicles (Police Services, Student Services, etc.) Some of the concern is stemming from people parking in the lot that should not be in the lot in the first place (construction, etc.). The Issues Review Committee will look into this matter.

6. Minutes approved as amended.

## 7. Adjourned

Next meeting is Thursday February 18, 1999 at 9:30 in McWherter 225B.