



## Meeting Minutes for December 2004

# The University of Memphis Staff Senate Minutes December 9, 2004

**Present:** Sharon Ammons, Jeanett Ballentine, Scott Beck, Barbara Bekis, Karen Bradley, Paul Cade, Joseph Ciavarella, Amanda Clarkson, Ruby Copeland, Shannon Diamond, Carolyn Featherstone, Caryl Ann Gray, Virginia Huss, Lorrean Lim, William Jason Jr., Patsy Krech, James McArthur, Beverly McMillan, Barbara Marese, C.E. Mason, Nancy Massey, Stephen Mosley, Flo O'Connor, Melodie Patterson, Ginny Reed, Rebecca Scott, Melody Weldon, Faye Wilson

**Absent:** Susan Acerra, Mitch Barham, Harry Bungard, Brenda Butler, Ashley Cates, Lee Dimond, Diana Humphrey, Penni Istre, James Montague, Benjamin Moore, Sheila Moses, Vickie Peters, Nancy Stewart, Martha Woods

The meeting was called to order by President Ciavarella. The roll call sheet was circulated for attendance. The minutes of the October and November minutes were approved with the correction of a "typo."

### EXECUTIVE COMMITTEE REPORTS

- **IT and WEB page:** No report this month.
- **Membership:** No report in the absence of Senator Moses
- **Public Relations:** Senator Clarkson reported that 1,733 pounds of canned food was collected and delivered to The Memphis Food Bank. She had no report on Staff Appreciation Day.
- **Vice-President/Finance:** Senator Huss reported that there were no expenditures for the month with a balance of \$9,407.43 still in the account.

**Committee Reports** -- There were no reports.

**Old Business** -- President Ciavarella reported that the issue of no handicap parking in lot #19 (Patterson lot) was being looked into. Handicapped people pay legitimate priority parking fees but do not have access to all lots.

President Ciavarella acknowledged the phenomenal job Senator Clarkson did on the Food Drive. He thanked everyone's participation. A "Thank You" card was read from Ruby Copeland and it was noted that Senator Copeland was present and she was welcomed back. Senator Montague continues improvement and will be returning to work soon.

**New Business**-- President Ciavarella informed the Senate he announced at the Executive Committee that he would be standing down as President at the end of the December 9<sup>th</sup> meeting due to transitioning out of the area. The By-laws state the Vice President will assume the Office of Interim President for the remainder of the term when the President vacates the office for any reason. (ARTICLE VI: B, 2, d) An Ad Hoc committee should be appointed to look into amending the By-laws to determine how to fill the Vice President/Treasurer position. He asked everyone to look over the By-laws and give input.

A Senator asked President Ciavarella what he would expect the Senate to accomplish for the rest of the year if he was here. Response was that we had an excellent Food Drive and to carryover the enthusiasm and participation for the Staff

Appreciation Day and to “kick it up a notch.” Senator Clarkson will be chairing the Staff Appreciation Day. She ran a very excellent successful Food Drive. Nothing has been discussed at Executive Committee and input is needed with information on this function.

The meeting was adjourned at 10:10 a.m.

Respectfully submitted by Caryl Ann Gray

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