

**STAFF SENATE Minutes**  
**March 19, 2009**

**Present:** Susan Babb; Sandy Barksdale; Kimberly Blair; Ann Brock; Melissa Buchner; Hugh Busby; Susan Cohn; Ladonnal Curry; Carmen Davis; Chloristine Dillon; William Elliotte; John Farrell; Brad Frewin; Sharon Guffin; Linda Hall; Bill Harbin; Melvin Horton; James Hudson; Lanetha Hunt; Virginia Huss; Jesse Johnson; Mary Johnson; Temeka Jones; Judith Knight; Kimberly McAfee; Becky McCoy; Karen Newman; Kathryn O'Bryan; Belinda Scott; Sherri Stephens; Debra Turner; Deborah Wilson; Kimberly Wilson.

**Excused:** Karen Bell; Paul Cade; Peggy Fitzgerald; Heather Murley; Julia Rhodes; Sherri Schwartz; Ora Taylor-Strowder.

**Unexcused:** Jimmy Brigman; Senese Duhart; Dean Franklin; Jonathan Tignor; Geraldine Young-Taylor.

Meeting was called to order by President Babb with 33 Senators present.

President Babb asked if everyone had read the February minutes and if there were no corrections she asked for a motion to approve the minutes. Senator Guffin motioned and Senator Hudson seconded the approval of the February minutes.

President Babb introduced Jeanne Rakow as the liaison to President Raines.

**Committee Reports**

**Election & Membership:** No report

**Policy & Review:** No report

**Legislative:** Senator Guffin stated that the committee met but she did not have a report. She stated that they wanted to retract the suggestion to clean up because outside workers are keeping it clean.

**By-Laws:** Senator Mary Johnson stated that she has not been able to get everyone together.

**Public Relations:** Senator Harbin stated that he talked with and emailed Audrey Williams. She stated that she was not sure if they can provide monetary awards. He also stated that if they don't go in with us we still need to plan something after spring graduation. He also stated that he would make contingency plans with or without them.

**University Committee:**

**Safety & Security:** No report

**Facilities & Services:** No report

**Fee Refunds & Appeals:** No report

**1<sup>st</sup> Year Experience:** No report

**Dining Services:** No report

**Space Planning:** No report

**Traffic & Parking:** No report

**Policy Review:** Senator Buchner stated that she was reviewing updates. She stated that they were also considering drafting a policy to name buildings or programs to honor people.

**Sustainability:** Senator Elliott stated that they met and were working on a document to sustain on campus and reframing documents to make more marketable.

**U of M Giving:** changes to giving form can be accessed at the B&F Website. The Advancement web site is being updated. 395 faculty and staff to date have contributed \$92,000.

President Babb stated that she has looked at the bylaws from other universities. One school's rule was if you miss 3 meetings then you were off of the Staff Senate. Another school had zero tolerance, miss one meeting and you were off of the Staff Senate.

Senator McAfee stated that she thinks excused absences should be done away with.

Senator Buchner asked if the school that had zero tolerance met monthly?

President Babb stated that yes they did meet monthly.

Senator Buchner stated that with the shortage of staff she feels this is not the right time to crack down on absences.

President Babb stated that one other school that she reviewed their bylaws allowed proxies, which allows you to have someone attend in your absence.

Senator Frewin asked if they don't attend at all, could we have a declaration letter for them to sign?

President Babb asked the Bylaws committee to be prepared to do some of these things addressing absences.

Senator Johnson, Senator McCoy, Senator Fitzgerald are the members of the by-laws committee.

### **New Business**

President Babb stated that the Memorial Day swap for the Christmas holiday seems to be in the works of happening and it will probably be a one-time thing. She also stated that Governor Bredesen will present the budget on March 23, 2009 with an expected stimulus of 4.5 million being allocated to the state over a two-year period. She also stated that she had not heard any talk on furloughs. She also stated that Jim Hellums' energy conservation group is going to put motion sensors in buildings.

Senator Frewin stated that David Zettergren stressed the importance of energy conservation at his departmental meeting. The university pays \$375,000 per month for utilities. He also stated that we should keep our thermostats at 78 during the summer and 68 during the winter. Expect to get calls asking departments to keep thermostats set at these levels.

Senator Jesse Johnson stated that restroom lights are left on but office lights are off. He stated that putting sensors in restrooms would help.

Senator McAfee stated that Carol Buddington and Senator Frewin saw areas that are suitable for herbs, vegetables, and flowers. The area North of Ball Hall will be used for companion planting. She also stated that the plan is to try to get student workers credit hours to tend these gardens. The plan is to also install 50 tropical plants in the Administration Building to help clean air.

Senator Stephens stated that MTSU is turning off lights on soda machines.

President Babb asked Senator Barksdale if she could check on that for us.

Meeting was adjourned by President Babb.

Belinda E. Scott  
Staff Senate Secretary