

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
STAFF SENATE
ROOM 1810, LITTON REAVES

Thursday, September 19, 1996

Senators Present: Spencer Allen, Shelia Blankenship, Mary Conrad, JoAnn Craven, Phoebe Crofts, Marge Dellers, Wanda Grubb, Cindy Harrison, Tom Hergert, Delbert Jones, Terry Lawrence, Dee Lee, Eileen Moccia, Valerie Myers, Nancy Phillips, Ben Poe, Jamie Wampler, Widget Shannon, Nancy Sterling, Janet Town, Virginia Viers, Janet Wimmer, and Jon Wooge.

Alternates: Reba Rigney for Julia Bennet (King), Barbara Day for Adilene Kirby, and Debbie Parkins for Joy Thorn.

The meeting was called to order at 5:35 p.m. by President Spencer Allen. Janet Town, College of Architecture and Urban Planning, was welcomed as a new senator.

Announcements: Marge Dellers new campus mail code is 0457. Commission minutes and a current list of Senators and the Association they represent were passed around to check for errors. Marge Dellers requests that reports from committees and/or commissions be written and given to her so that information is accurate in the minutes.

President Allen introduced Faculty Senate representative, Hugh Munson.

Approval of Minutes: August 15, 1996, minutes corrected the spelling of Jamie Wampler. The minutes were approved as corrected.

Terry Lawrence gave information from a committee studying tuition waiver for employees' spouses and dependent children. This study originated in the entomology department and includes some institutions that offer tuition waivers. Faculty are now being invited to join the committee. Money for tuition waivers for employees now comes from the state, and according to Pat Hyer, it is illegal to use for employees' families. The group plans to discuss funding with a development person on campus and will be talking to the faculty senate to develop ways to fund this. One need is to get additional staff involved (engineering, arts & sciences) for a more unified voice. If anyone is interested or has suggestions, please talk to Terry. Four hundred thousand dollars has been set aside this year for employee tuition waivers.

Delbert Jones, parliamentarian, gave a presentation on Parliamentary Procedures. "Our own bylaws, say that Parliamentary Authority, Robert's Rules of Order, newly revised, shall govern the business proceedings of staff senate, except when otherwise specified in the constitution or bylaws." This presentation is to make sure we understand some of the basics of parliamentary procedure because it leads to a more organized meeting. A Virginia Cooperative Extension publication (#305772) called a HANDBOOK OF PARLIAMENTARY PROCEDURE can be obtained. A handout was distributed (a synopsis developed by Joyce Smith in 1992) showing the steps in making a motion: the person making a motion should be recognized by the chair first, make the motion, have it seconded, put it on the floor for discussion, debate, and if no further discussion-estate motion for a vote.

Senate Standing Committee Reports

There were no reports from the Senate Standing Committees. President Allen would like someone to chair the Policies and Issues Committee and if interested, let President Allen know.

University Council, Commission, Committee Reports

Widget Shannon said the transportation and parking committee met Monday and Pat Ballard was elected the new chair. Any complaints, compliments, or ideas, please pass them on to her. Vice chair is Jean Eversole, an AP. A monthly meeting from 4-5 on the 1st Monday of each month in 400D Burruss has been established through May. The first meeting will be on October 7, 1996. Minutes will be sent to Marge to be distributed to staff senators.

The Spectrum printed a Letter to the Editor regarding PARKING. Discussion at Monday's meeting concerned students, here for fall and spring as full time students and get a job during the summer with a faculty/staff id, who feel they should get a faculty/staff parking decal to go with it. The number of students working during the summer is 1,000. It was mentioned that retired people get free parking as well as staff with 30 years service. Ann Spencer has mentioned that a parking garage will be discussed at the next meeting.

Tom Hergert stated that an ad hoc committee associated with the Virginia Tech Intellectual Properties Committee has been formed to consider a new definition of traditional scholarship as it pertains to production of new electronic media.

Old Business

Deferred Pay Checks - A 4-5 page handout from Ann Spencer's office has been mailed to faculty and staff. Comments indicate it was effective. Eileen Moccia sent a thank you note to Ann. The Staff Senate's phone will have information concerning specific information on where help is available in budgeting and other services.

Breakfast Roundtable was enthusiastically received and attendance was good. There will be two more of these roundtables (Wed, October 30, 8-10 a.m. and Wed., December 4, 8-10 a.m. in the Old Guard Room-CEC) offered to all senators, alternates, and presidents of staff associations. Notices will be sent. One strong message from the roundtable is that the President and VPs support shared governance and serving on commissions and committees, and to advise supervisors and faculty that such service is to be supported. One suggestion was to empower Spencer Allen to draft a letter for the to President sign. Discussion suggested it would mean more if it came directly from the President. Marge Dellers stated that according to Dick, universal concerns among all the roundtables and focus groups across campus (faculty/administration) are poor communication, lack of appreciation and the feelings of nonsupport. Nancy Sterling would like for the letter to be more than a recommendation for serving.

A suggeston was made to have Delegate Shuler and/or Baker meet with the Senate before the Legislature meets in January, to discuss issues and policies that may come before the Legislature affecting staff.

New Business

Election - Representatives to University Council and Commission on

Classified Staff Affairs:

Cindy Harrison from Administration, and JoAnn Craven from the Academic area, were elected as Senate representatives to the Commission on Classified Staff Affairs.

Terry A. Lawrence was elected as the Senate representative to University Council.

Other Business

Cindy Harrison reported that the Southgate Center has an air problem . The ventilation system will have to be redone and Environmental Health and Safety is working on a proposal.

The issue of absent Senators was discussed. The bylaws state "vacancies may occur as a result of death, termination of employment, transfer, retirement, resignation, or by a majority of vote of the staff senate to remove a senator following three consecutive unacceptable absences from regular meetings during the calendar year." Senator Dellers stated that, as a point of information, this is our third meeting and there are 6 out of 37 who fall under that category. It was suggested that they be written a letter notifying them of the missed meetings. Valerie suggested contacting the association presidents and advise them that their area is not being represented. This will be discussed at the next Executive Board Meeting.

Hugh Munson gave background information about his service at Tech and about himself.

REMINDER: President Torgersen's address will be on Thursday, September 26, 1996, at 4 p.m. at Donaldson Brown Auditorium.

A question regarding nine month employees receiving paychecks over 12 months was raised. Nine month faculty can receive paychecks over 12 months and the option of being paid on a 12 month basis rather than nine would be offered to staff. Has this been implemented? President Allen will contact payroll.

A motion was made to adjourn and it was seconded.

Respectfully submitted,

Marjorie W. Dellers, Secretary
Sheila R. Norman, Recorder