

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY  
STAFF SENATE  
1810 Litton Reaves  
Minutes of the Regular Meeting  
Thursday, July 15, 1999

Senators Present: Becky Barlow, Reba Crawford, Jessie Eaves, Judy Fielder, Janet Francis, Cathy Hansen, Cindy Harrison, Aaron Hill, Delbert Jones, Jimmy Martin, Christy Porterfield, Lesia Robertson, Tina Shanklin, Jon Wooge

Excused: Jackie Davis, Jeff Havens, Ben Poe, Peggy Rasnick, Virginia Viers

Alternates: Nancy Phillips

The minutes from May 18 and June 17, 1999 were approved.

Staff Senate Standing Committees Reports:

**Communications** Cindy Harrison spoke for Patrick Donohoe in his absence.

1. New Staff Senate brochure has been developed and needs to be distributed to every staff member of VA Tech. These brochures will be put into the mail in August. If anyone would like a copy of the brochure sooner, you may e-mail Cindy at [canoe@vt.edu](mailto:canoe@vt.edu), and she will be glad to send one to you.

2. There is not presently a listserv for classified staff affairs. The Committee, with the help of Mike Koechlein and Milko Maykowskyj, has developed a listserv and has found someone to maintain it. More information on this at a later date.

3. The Committee is very interested in developing a newsletter for Staff Senate. It would be in addition to our web page. Our web page is already in place: [www.staffsenate.vt.edu](http://www.staffsenate.vt.edu). The newsletter would be published quarterly.

The Committee asks that all senators and alternates check with their departments to find anybody with experience working on a newsletter who would like to contribute to this Committee.

**Elections and Nominations:**

1. Becky Barlow is the new chairperson.
2. The final report is just about finished; Joy Thorn is in the process of finalizing it and typing it up. It will be made available to the President and the new committee for the upcoming year.
3. All election results have been forwarded to the President.

**University Council:**

1. Although it doesn't meet during the summer, about 8 letters have been sent from the President this summer.

**Commission on Classified Staff Affairs:**

1. Deals with all matters concerning benefits and interests of classified staff employees. Anyone who has any issues they wish to be addressed need to contact Cindy Harrison at [canoe@vt.edu](mailto:canoe@vt.edu).

The Senate Standing Committees (Communications, Elections and Nominations, McComas Leadership, and Policies and Issues) every Senate member MUST be on one of these committees. If you are interested in being on a certain committee, you need to let Delbert Jones, President, know which one. Those not stating a preference will be assigned to a committee. Alternates are also assigned to a committee.

**New business:** deciding on a meeting time. Delbert Jones (through Cathy Hansen) will send out an e-mail to all senators for their vote on a meeting time. He will put three different types from which to choose: 5:30pm, noon, or a combination of the two (in the winter months we would meet at noon). A motion was made and seconded.

**Announcements:**

Cindy Harrison put two handouts on the back table:

1) Each year the Office of Risk Management puts out a statement that affects all employees of VA Tech. She gave a handout for everyone to take back to his/her office.

2) Cindy also gave a handout concerning rental cars vs Motor Pool. If you need further information, please contact her at [canoe@vt.edu](mailto:canoe@vt.edu).

Cindy also informed us that VA Tech has a new motor vehicle insurance company: Employers Insurance of Wausau.

We adjourned at 6:45pm.

Respectfully submitted,

Cathy Hansen, Secretary  
Staff Senate