

East Tennessee State University

Staff Senate

Meeting Minutes

Date: November 10, 2025

Time: 3:31 p.m. – 4:18 p.m.

Location: Zoom

Facilitator: Cody Morelock, Staff Senate President

Scribe: William Cate, Staff Senate Secretary

Senators Present: Kari Albarado, Sharon Barger, Joe Bidwell, Alycia Birchfield, Vanessa Canter, William Cate, Rachel Colwell, OJ Early, David Finney, Kim Ferrell, Archie Fortney, Joy Fulkerson, Brooke Garland, Wendy Guinn, Suzy Hooven, Rachel Kellogg, James Lively, Eli Montana, Cody Morelock, Stefanie Murphy, Donna Nelson-Barnes, Gina Osborne, Ryan Parvin, Melanie Peters, Debbie Roach, Rusty Sells, Brayton Siddell, Amy Slaughter, Benjamin Smith, Jessimine Strauss, Liz Thomas-Joseph
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Guests: Rickie Carter, Amber Kinser

Absent: Dan Bishop, Jennifer Crigger, Cody Henson, Ethan Hutchinson, Jenny Lockmiller, Crystal Maupin, Skylar Moore, Aneida Skeens, Jeremy Watson

Agenda Overview

1. Call to Order
2. Introduction of Guest Speaker
 - a. Dr. Amber Kinser, employee ombudsperson
3. Approval of Previous Minutes
 - a. October Approvals
4. Information Items
 - a. President's Report
 - b. Treasurer's Report
 - c. Committee Reports
5. Old Business & Follow Ups
6. New Business
7. Announcements, *What is on your mind?*
8. Adjourn

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Meeting Notes

1. **Call to Order**

President Morelock called the meeting to order at 3:31 p.m. and extended appreciation for senators agreeing to the schedule change to accommodate the Quilts of Valor ceremony.

2. **Introduction of Guest Speaker**

President Morelock began the meeting by introducing Dr. Amber Kinser. Dr. Kinser provided an overview of the faculty-staff [ombuds](#) services, highlighting their role as confidential, impartial advisors who assist with intra-personal, inter-personal, and institutional concerns. She explained the services offered, including communication coaching, conflict resolution, and shuttle diplomacy, as well as institutional support like policy interpretation and reporting systemic trends to administration.

In addition to the ombudsperson services, Dr. Kinser also discussed additional offerings like Crucial Conversations training and leadership assessments for faculty and staff.

3. **Approval of Previous Minutes**

President Morelock presented the October minutes for consideration. No corrections were needed. Senator Murphy made a motion to approve the October minutes, and the motion was seconded by Senator Strauss. The motion carried, and the October minutes were approved.

4. **Information Items**

President's Report

President Morelock provided updates from the Executive Team's monthly meeting with Dr. Noland –

- *HR Consultants* - the work of the HR consulting group is ongoing; currently the consultants are continuing their assessment of the Office of Human Resources with potential next steps and recommendations to come in Spring 2026.
- *Huron Consultants* – Dr. Noland expressed the intent to extend ETSU's partnership with Huron Consulting Group in support of Voyager implementation.
- *Board of Trustees Meeting* – President Morelock reminded the senate that the next [Board of Trustees](#) meeting is Friday, November 14, and the Board will

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vote to approve the 2.3% across-the-board (ATB) salary increases as part of the October revised budget.

President Morelock provided updates from University Council -

- [*Request for Comment*](#) – Dr. Stephens, Faculty Senate President, encouraged all UC members to continue reviewing policies available for comment. President Morelock encouraged all staff members to review active requests and comment as appropriate.
- *Athletics Update* – ETSU Athletics renewed partnership deal with Freedom Hall for men's basketball.
- *ITS Updates* – President Morelock reminded senators to complete their required ITS cybersecurity updates ASAP. Failure to complete training will result in restricted/blocked web access.
- *Student Updates* – Dr. Adinolfi updated UC on the All Together ETSU project, allowing students to dialogue about challenging issues in a controlled space. President Morelock and Senator Fulkerson shared intention to build this project into ETSU 1020 curriculum.
Dr. Keller shared with UC that 1 ETSU student is a finalist for the [*Rhodes Scholarship*](#), Kyah Powers.
- *Voyager Update* – Dr. David Smith provided UC with a Voyager update. Post go-live continues to focus on resolving user issues and working towards a solution for replacing eContracts use for graduate assistant and adjunct contract processing. To date ITS has received 2,227 Voyager tickets and resolved 2,153.

Treasurer's Report

The only change in account balances is to the Season of Sharing fund -

- Staff Senate Main Account: \$9,850.00
Staff Senate Awards Account: \$18,000.00
Staff Senate Foundation Account: \$1,307.44
CBC Account: \$681.25
- The Season of Sharing fund balance is \$1,537

Committee Updates

Vice President Albarado provided an update on the Season of Sharing and provided details on donations received from various departments. Vice President Albarado requested additional contributions, noting that 30 individuals, primarily

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employees, have requested assistance. She emphasized the need for volunteers to help distribute items at Bucky's Food Pantry and encouraged anyone aware of individuals in need to inform them of the available support. The distribution event will take place on November 20 and 21 from 10:00 am to 6:00 pm at Bucky's Food Pantry, no pre-registration required for recipients.

- President Morelock discussed a staff member's request for box delivery to someone unable to pick up food on campus, and he also mentioned plans to shift gift card distribution from Food City to Walmart to provide more accessible and affordable options. The existing Food City gift cards will be used to complete boxes during this Season of Sharing.
- Staff members in need of additional assistance should utilize the [Employee Assistance Program](#).

Senator Fulkerson provided updates on the Staff Concerns Committee meeting, highlighting accessibility issues and encouraging staff to review new policies available for comment.

5. Old Business & Follow Ups

None.

6. New Business

None.

7. Announcements, *What is on your mind?*

- President Morelock shared a reminder that the Veteran's Day ceremony is on November 12, 2025, at 10:00 am in the Veterans Memorial Plaza (Brooks Gym as backup location in case of inclement weather).
- President Morelock shared a reminder that the next [Board of Trustees](#) meeting is Friday, November 14, 2025, at 1:00 p.m. in the East Tennessee Room, Culp Center.
- November 17 - ETSU Holiday Lights Celebration, hosted at the ETSU Alumni Plaza beginning at 5:30 p.m.
- November 20 - Shared Governance Holiday Reception, hosted in the Tindall Lobby of the Martin Center for the Arts from 4:30 p.m. - 6:30 p.m.
- December 8 – ETSU Pancake Breakfast in the Dining Hall at 9:30 p.m.
- Senator Osborne shared the Office of the Provost is participating in Toys for Tots, please see her for more information.

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- President Morelock and Senator Fulkerson announced an Angel Tree outside the Carrier Center. They will distribute additional information soon.

8. Adjourn

Senator Murphy made a motion to adjourn, and it was seconded by Senator Ferrell. The meeting adjourned at 4:18 p.m.

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Action Items Summary

<u>Task</u>	<u>Responsible Party</u>	<u>Due Date</u>
Senators volunteer for Season of Sharing assembly/distribution	Individual Senators	11/12/2025
Complete your required ITS cybersecurity training asap!	Individual Senators	ASAP!!
Complete the campuswide Voyager survey	Individual Senators	11/14/2025

Supporting Documents & Reminders

[Employee Ombuds Services Presentation](#)

[Link to Board of Trustees Meeting Materials & Livestream](#)

[Link to Request for Comment](#)