

TO: Staff Senate

FROM: Catherine Schneider
Staff Senate Secretary

DATE: December 10, 2013

SUBJECT: Minutes of November 13, 2013 Meeting

In attendance: Ms. Bealla, Ms. Eagen, Ms. Guthrie-Kretsch, Ms. Lang, Ms. Palko, Ms. Barnoski, Mr. Barrett, Ms. Clause, Mr. Fedoryk, Mr. Fiorini, Mr. Harris, Mr. Pilger, Mr. Roginski, Mr. Sakowski, Mr. Smoke, Ms. Bevacqua, Ms. Butler, Ms. Cullen-Brown, Ms. Freeman, Ms. Hollingshead, Ms. Hynosky, Mr. Oakey, Ms. Rozelle, Ms. Tetreault, Mr. Wetherell

Not in attendance: Ms. Cherra, Ms. Rupp, Ms. Schneider, Mr. Hurst, Mr. Wasalinko, Mr. Cerner, Ms. DiLeo, Mr. Murphy, Mr. Sheehan

Guests: Mr. Frank Cardamone, Mr. Brian Griguts, Mr. Stephen Hallock, Mr. Joseph Watral, Ms. Donna Martin, Ms. Daryllyn Kuzmiak, Mr. Thomas Coleman

Ms. Cullen-Brown called the meeting to order at 10:04 a.m. in the PNC Bank Board Room, Brennan Hall

Ms. Cullen-Brown welcomed Ms. Patricia Tetreault, Interim Vice President for Human Resources, as the administrative liaison to the Staff Senate replacing Ms. Patricia Day

Ms. Hynosky offered the opening prayer

Mr. Wetherell reminded everyone to sign in

Mr. Sheehan volunteered to offer the opening prayer for the December meeting

- Ms. Rozelle asked for a change in the minutes to include Staff Development Committee update in its own section rather than being included in the Social Events & Community Building Committee's section.
- A motion was made by Ms. Palko to accept the minutes with this change. Mr. Wetherell seconded the motion.

A motion was made by Mr. Wetherell to accept the agenda. Ms. Hynosky seconded the motion.

The Provost Search Committee has been established with Ms. Butler serving as the Staff Senate Representative.

Dr. Patricia Harrington has been named to serve as the Interim Provost beginning in February of 2014.

A December 13, 2013 Board of Trustees meeting is scheduled to discuss the challenges facing The University of Scranton including enrollment, retention, and finances. Father Quinn will issue a letter to The University of Scranton community within a week addressing pertinent issues.

The Alternate Work Schedule Policy has been officially approved.

The Employee Fundraising Policy is currently in Human Resources for review. Ms. Tetreault stated that there is some clarification needed and then it is expected to be presented to the President's Cabinet in the second week in December 2013.

The Anti-Harassment Policy was provisionally approved by the President but more input is requested of Staff Senate. All staff senators are encouraged to provide input on this important matter. There will be separate policies on discrimination and bullying.

Mr. Donald Castellucci, Student Senate President, proposed a resolution that would have faculty office hours posted on UIS to be accessible to students. Ms. Lang commented on the hope that this would be a consistent policy across colleges. Ms.

Butler asked about the information being posted online but Ms. Cullen-Brown said the faculty office hours will only be posted for the university community. Ms. Cullen-Brown will prepare a written statement showing Staff Senate's support of this proposal.

The UGC endorsed the Acceptable Use Policy. Ms. Yerkes reviewed policy definitions and policy review tiers with the group.

Student Senate has been successful securing two zip cars (rental cars) for student use beginning in the Spring 2014 semester.

Faculty Senate does not support a name change for The University of Scranton. One name change suggested was Loyola University of Pennsylvania. Faculty members proposed this name change in an effort to project a more "Jesuit" image. The proposal was rejected by 20-3.

Faculty Senate approved a number of new academic programs including ERP (Enterprise Resource Planning). For more specific information, refer to the Faculty Senate website.

The UGC wi

- Father Maher said to look for The Jesuit Center website, email messages, and posters about upcoming programs and how to get involved. He added that he is happy to visit different offices to meet employees and describe these opportunities.
- Mr. Oakey and Ms. Synthia Guthrie-Kretsch asked about the reflection piece of these experiences for those who have participated. The Jesuit Center is happy to coordinate space, time, and even meals for this to happen.

- Ms. Hynosky, Social Events & Community Building Committee Chairperson made a motion for approval of \$300 to be donated to the St. Francis Soup Kitchen. The donation is \$100 a day for three days of sponsorship. Members of the Social Events & Community Building Committee will serve meals on those three days. Ms. Cullen-Brown seconded the motion. All agreed.
- Ms. Hynosky made a motion for approval of \$250 to be donated to the Center for Service and Social Justice for the purchase of toys to be given to needy children who attend the Christmas Day breakfast on campus. Ms. Barnoski seconded the motion. All agreed.
- Ms. Hynosky reminded all senators that each committee is asked to donate a basket to be raffled off at the Staff Senate Christmas Party.

Mr. Roginski made a motion to adjourn. Ms. Palko seconded the motion.

The meeting was adjourned at 11:40.