MTTP ROUNDTABLE MINUTES  
October 15, 2019  
2:30pm – 3:30pm

In Attendance: Salisa Brown, Susan Shimsky, Barbara Barletta, William Hurst, John Harris, Kevin Rude, Ryan Puksta, and Michael Rorick

Not in attendance: Carlene Coombes and Michael Tuffy

Welcome: Bill Hurst called the meeting to order at 2:30pm, in the Pearn Auditorium, Brennan Hall 228.

Introductions: Each senator in attendance stated their name and the department and/or building they work in.

Staff Senate Information: Discussed what the Staff Senate is, who it represents, and where one could find more information about it (www.scranton.edu/staffsenate). Let employees know that anyone can attend a staff senate meeting as a guest, they just have to get it approved by their supervisor.

Committee Information: Each represented committee, gave updates

- Communication (Mike R & Barb B):
  - Committee is working on getting more information out through networks such as Royal news, Facebook, Twitter, Instagram, and the Staff Senate website.
  - Upcoming events: November 14th Symposium

- Election & Membership (John H):
  - No update

- Social Events & Community Building (Sue S, Salisa B, Kevin R, & Ryan P):
  - Upcoming events: Staff Senate Luncheon (Dec 17th) – this year when you RSVP you get entered into a special drawing for a special basket giveaway, and Staff Senate Meet & Greet (Mar/Apr)
  - Spoke about how important it is to RSVP, and how we (facilities operations) have the biggest turnout with the least RSVPs.

- Staff Development (Bill H):
  - Upcoming events:
    - Winter safety tips & roadside assistance (Dec 03rd)

Current Items the Staff Senate is working on:

- Time Share Policy:
  - Vacation & personal time will most likely be allowed to donate, sick time will most likely not be able to donate. Still int the works.
  - Questions about why sick time will not be allowed to donate, answered that it is not calculated into the budget.

- Phase 1, 2, etc of pay increase
Discussed that if anyone wants further information, they can have one-on-ones with Patti Tetreault and Brian Loughney. Supervisors may also schedule meetings for your entire zone.

- When is next phase?
- There is some confusion about the midpoint wage. How do they come up with the midpoint and is it beneficial just to do away with the midpoint?

- Catering Survey
  - Out of 7 employees in attendance, none of them took the catering survey.

**Topics That were Brought to us:**

- Moving new furniture in and old furniture out of the dorms
- Moving cadavers
  - Told this topic was discussed at the safety committee, and they are getting a lift.
- Cleaning up after contractors/trades
  - Need cooperation between all areas of facilities
- Proper chain of command when addressing problems
  - I.e. going over your supervisor’s head
- Employee Morale
- Trades having keys
- Unlocking doors on the weekends
  - Up to scheduler to make arrangements to have doors unlocked with Patrick Mullarkey
- Catering having swipes to get into buildings
  - Maintenance is not always in certain building
- Snow plan/snow removal
  - Who does what
- Recycling program
  - Further education needed for students and office people
- Placement of smoking signs
  - No current signage
  - Ash trays are right next to buildings
- Can we get a greater police presence?
  - Not seen around campus enough
- 2nd & 3rd Shift differential
  - Can we look into getting a shift differential? The pool of people affected is small compared to the rest.
- Life insurance policy
  - Why is there a difference? Can we look into this and get it equaled out?
    - $50,000 Non-exempt / $100,000 Exempt
- Would they ever think about bringing back the $500 loan and the computer loan?