

TO: Staff Senate Members
FROM: Catherine Murphy
DATE: June 5, 2008
SUBJECT: Staff Senate Meeting, June 4, 2008

In Attendance: Tim Barrett, Regina Bennett, Kathy Boock, Tom Cawley, Megan Cullen-Brown, Chuck Costello, Kym Fetsko, Nancy Gownley, Eugeniu Grigorescu, John Harris, Bill Hurst, Joyce Knott, Chris Krall, Karl Kretsch, Cathy Mascelli, Cathy Murphy, Mark Murphy, Lisa Notarianni, Mike Owens, Todd Parry, Donna Rupp, Janice Rupp, Carol Schofield, Luke Schofield, Ron Skutnick, JoAnn Stavisky, Pat Vaccaro, Sandy Watson, Joe Wetherell, Janice Winslow, Sherman Wooden

Excused: Kevan Bailey and Gemma Davis

1. Welcome:

Mr. Murphy greeted all the members of the senate and asked Ms. Vaccaro to open the meeting with a prayer. The meeting began at 10:00 a.m.

Mr. Murphy reported that Ms. Davis and Mr. Bailey are unable to attend today's meeting. Ms. Fetsko and Mr. Krall will serve as their representatives.

Mr. Murphy asked that every one please sign the sign-in sheet that was passed around.

2. Review of Minutes from April 9, 2008 meeting:

Ms. Bennett made a motion to accept the minutes, Mr. Grigorescu seconded the motion. The minutes were approved as written.

3. Existing Business Items:

a. Meeting Dates and Times:

Mr. Murphy noted that everyone had received copies of the dates of the Staff Senate meetings for the calendar year.

b. Presentations on Technology:

Mr. Murphy asked Mr. Krall and Mr. Grigorescu at the last meeting to prepare a presentation on how we can best use the technology we have to communicate with each other and with the campus community.

- Mr. Krall explained how Royal Drive can be used as a repository for documents; committee listings, and communication vehicle, etc.
- Mr. Grigorescu demonstrated how ANGEL (course management system) can be used to post materials and communicate with the University community.
- Mr. Grigorescu with the assistance of Larry Hickernell has put together a webpage for the Staff Senate.

Mr. Murphy thanked Mr. Krall and Mr. Grigorescu for all the time they spent on putting the demonstrations together.

The Executive Committee in consultation with the Communication Committee and with input from Mr. Krall and Mr. Grigorescu will look at both systems and will make a recommendation to the Senate.

- c. Mr. Murphy reported that he looked into the question that was raised at the last meeting regarding the terms of the alternates. Mr. Krall, Mr. Costello, and Ms. D. Rupp are the two-year alternates. Ms. Notarianni, Mr. Owens and Ms. Fetsko are the one-year alternates. Mr. Murphy suggested that the By-Laws Committee change alternate terms to one year.

4. Committee Membership:

The standing committees of the Staff Senate are; the Election and Membership Committee; Social Events & Community Building; Staff Recognition & Excellence Awards Committee; and the Communication Committee and Staff Development Committee. Sign-up sheets for each committee were passed around. Mr. Murphy asked anyone who is interested in serving on a particular committee to sign up and if interested in chairing a committee to indicate that on the sign-up sheet.

In accordance with Article VIII of the By-Laws the Executive Committee will present a list of proposed Chairpersons for the standing committees to the Senate for approval.

Ms. Cullen-Brown made a motion that an Ad Hoc Committee to Review the By-Laws to be formed. Ms. Bennett seconded the motion. A sign-up sheet was for this committee was also passed around.

5. New Business:

a. Elections:

Mr. Krall, Ms. Notarianni and Ms. Boock volunteered to run the election of officers. Mr. Murphy explained that everyone had received ballots and

that there is room on the ballots for write-in candidates. He read the nominees for each position. Each nominee was given the opportunity to address the senate.

The Election Committee collected all the ballots and left the room to count the ballots and will rejoin the meeting and announce the results.

- b. Mr. Murphy explained that University Governance has been reorganized.

The Board of Trustees

President

Administrators' Council

University Governance Council

Faculty Senate – Staff Senate – Student Senate

Officers of the Senates represent the Senates on the University Governance Council.

- c. We need to choose a liaison from the Administrator's Conference. Mr. Skutnick made a motion to have Mr. Murphy contact members of the AC to invite them to come and address the senate. Mr. Harris seconded the motion. The motion was approved.

6. Election Results:

The Election Committee announced the results of the election.

Mr. Mark Murphy	President
Ms. Janice Winslow	Vice-President
Ms. Catherine Murphy	Secretary
Mr. Karl Kretsch	Parliamentarian

7. New Business:

- a. Mr. Krall made a motion that we look at a four-day work week for the summer. Mr. Wooden seconded the motion. After some discussion, Mr. Krall made an amended motion that an Ad-Hoc Committee be formed to investigate alternative work schedules. Mr. Harris seconded the motion. The motion was approved.

The Executive Committee will put together the ad-hoc committee.

- b. Ms. Cullen-Brown asked what types of things this senate will be dealing with. Mr. Murphy said that there have been two requests from the faculty senate asking us to look at the new food service policy and the no tobacco

use policy on campus. He added that we are such a diverse group that we can be a valuable asset to the Administration.

Ms. Murphy made a motion to adjourn and Mr. Kretsch seconded the motion. The meeting was adjourned at noon.

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Catherine Murphy".

Catherine Murphy
Staff Senate Secretary