

TO: Staff Senate Members

FROM: Catherine Murphy
Senate Secretary

DATE: May 5, 2010

SUBJECT: Minutes from April 21, 2010 Meeting

In attendance: Mr. Barrett, Ms. Bealla, Ms. Boock, Mr. Cawley, Mr. Costello, Ms. Cullen-Brown, Ms. Fetsko, Ms. Gownley, Mr. Grigorescu, Mr. Harris, Ms. Hynosky, Ms. Jachimowicz, Ms. Mascelli, Ms. McCrea, Ms. Murphy, Mr. Murphy, Mr. Parry, Mr. Pilger, Ms. Rupp, Mr. Sakowski, Mr. Schofield, Ms. Scramuzza, Mr. Skutnick, Ms. Stavisky, Ms. Winslow, Ms. Day.

Mr. Murphy opened the meeting at 10:05 a.m. in the PNC Board Room. Ms. Scramuzza sang the opening prayer. Mr. Murphy announced that Mr. Pilger will be voting in Mr. Gaylets absence, Ms. Scramuzza will be voting for Ms. Gownley (who will be leaving early) and Ms. Bealla will be voting for Ms. Watson.

1. Minutes: Ms. Cullen-Brown made a motion to accept the minutes. Ms. Mascelli seconded the motion. The minutes were approved.
2. Agenda: Ms. Winslow made a motion to accept the agenda as presented. Ms. Cullen-Brown seconded the motion. The agenda was approved.
3. President's Report:
Mr. Murphy reported:
 - the three senates recommended the approval of the academic calendars for the 2011-2012, 2012-2013, 2013-2014.
 - the AC made some changes to the Speaker Policy and as a result will to be presented to the three senates again for their recommendations.
 - the Executive Committee continues to discuss the development of a newsletter.
 - it was suggested that each committee submit copy for what they want to included in the newsletter.
 - Ms. Scramuzza offered her assistance in publishing the newsletter.
 - the Executive Committee continues to work on writing its charge to be included in the by-laws, and we expect it to be finalized at its June meeting.

Mr. Murphy thanked everyone who helped with the election.

4. Liaison's Report:

Ms. Day reposted that as a result of comments from Senate and others on campus the Take Your Daughter to Work committee has been reconvened. She said that 15 people attended the initial meeting. She added that anyone is interested in serving on the committee should contact Elaine Notarianni, in Human Resources.

Ms. Day encouraged everyone to attend Pedro Arrupe Award this Thursday.

Ms. Day also wished all the secretaries a Happy Administrative Assistants Day.

5. Presentation:

Mr. Barrett and his committee presented the findings of the Alternative Work Week Survey. He began by thanking the committee for all the hard work and time invested in the process.

Mr. Barrett outlined the committee work:

- Development of a Mission Statement
- Explored flexible hours
- Explored telecommuting
- Explored job sharing
- Looked at energy savings statics
- Explored how benefits would be affected
- Looked into how other institutions manage these programs

Mr. Barrett reported that the Committee recommends that the results of this survey be forwarded to the proper governing body for consideration of the implementation.

Senators will be sent a copy of the full report to review. It will be on the May meeting agenda. If the Senate agrees with the Committee's recommendation it will then be presented to the UGC.

Mr. Murphy thanked Mr. Barrett and the committee for the great job they did in complying all the data. He said that it was balanced that both the pros and cons were presented.

The entire presentation is on the Staff Senate Website.

6. Committee Reports:

Social Events & Community Building Committee:

Ms. Mascelli reported that the staff recognition & awards committee, and the social events & community committee met to coordinate plans for next month's luncheon meeting. It was reported that Ms. Watson sent invitations to newly elected senators and alternates.

Staff Recognition & Excellence Awards Committee:

Ms. Mascelli reported that the Sursum Corda award nomination forms will be sent out shortly.

By-laws Committee:

Ms. Cullen-Brown reported that the committee will be meeting to review final changes that need to be made to the By-Laws.

Finance Committee:

Ms. Winslow reported that we will probably be able to purchase the name tags for the new senators from this year's budget. She added that she will know for sure, when she receives the final costs for the luncheon and the awards.

Election & Membership Committee:

Mr. Cawley thanked everyone who helped with the election.

7. Mr. Murphy said that he is hoping to have responses from Open Forum items by the May meeting.

There was a question raised on the role of alternates. Mr. Murphy will send the newly elected alternates a letter outlining their responsibilities and encouraging them to attend all the Staff Senate meetings.

Ms. Winslow made a motion to adjourn and Mr. Schofield seconded the motion. The meeting adjourned at 11:20 a.m.

Respectfully Submitted by,

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

Catherine Murphy