

To: Staff Senate

FROM: Catherine Murphy
Staff Senate Secretary

DATE: July 15, 2010

SUBJECT: Minutes – July 14, 2010 meeting

In attendance: Ms. Bealla, Ms. Cherra, Ms. Clause, Ms. Cullen-Brown, Ms. Eagen, Ms. Fetsko, Mr. Gaylets, Ms. Gurz, Mr. Hickernell, Ms. Hynosky, Ms. Jachimowicz, Ms. Laffey, Ms. Lang, Ms. Mascelli, Mr. Murphy, Ms. Murphy, Ms. Rupp, Mr. Pace, Ms. Palko, Mr. Pilger, Mr. Sakowski, Sr. Schofield, Mr. Skutnick, Ms. Stavisky, Mr. Wetherall, Ms. Day.

The meeting began at 10:10 am in the PNC Board Room in Brennan Hall. Ms. Cherra gave the opening prayer.

Mr. Murphy announced that Ms. Gurz will be voting for Ms. McCrea at today's meeting.

1. Minutes: Mr. Murphy briefly reviewed the minutes. Ms. Day suggested that the presentation by the alternate work committee be given to the UGC and HR at the same time. Mr. Murphy said that he will speak with Mr. DeSanto about scheduling the presentation to the UGC and will let Ms. Day know when the presentation will be made. Ms. Cullen-Brown made a motion to accept the minutes as written. Ms. Rupp seconded the motion. The minutes were approved.
2. Agenda: Mr. Schofield made a motion to accept the agenda. Ms. Laffey seconded the motion. The agenda was approved.
3. President's report: Mr. Murphy reported that the UGC will begin meeting in the fall. He also reported that the Executive Committee worked on populating the committees at its last meeting.
4. Liaison's Report: Ms. Day reported that since the Board of Trustees passed the strategic plan in May the vice president's have been working on making adjustments to their tactical plans in order to support the new strategic plan, as well as, finding ways to fund the initiatives.

Ms. Day reported that HR has been testing a new online application process, People Admin. She explained that the People Admin system was designed specifically for higher education and can be changed to fit an institution's specific needs. Ms. Day said that if the testing goes as expected, the

system will be brought online August 1st for all staff hires. She said that since faculty hiring is done through the Provost office she will be consulting with them to bring the faculty hiring process online.

Ms. Day explained that one advantage is that the system is paperless and applications are made online. Ms. Cullen-Brown asked if members of search committees will have access to the information online. Ms. Day explained that the chair of the committee will be able to track the progress of the search, and committee members will be able to review all of the data relating to the search online. She also said that the system can help sort through applications and separate those applications that do not meet the minimum requirements stated in the ad. Ms. Day said that once an application has been filled out an applicant, the applicant can apply for different positions at the University without filling out another application.

Ms. Day also submitted the answers to the Open Forum questions to Mr. Murphy at the start of the meeting. She said that she would be happy to discuss any of the answers. She explained that some of the questions were very general and it was hard to come up with an answer without knowing the specific question the person was asking.

5. Committees: Ms. Murphy read the lists of proposed committee membership. The chairs of the committee's will be sent the lists and after their approval will be presented to the senate for ratification at the August meeting.
6. Open Forum: Mr. Murphy will send that answers he received to the open forum questions to the communication committee for inclusion in a newsletter.
7. Old Business:
Speakers: Mr. Murphy asked Ms. Murphy to add Ms. Adera to the list of possible speakers.

Mr. Schofield made a motion to adjourn the meeting. Ms. Mascelli seconded the motion. The meeting adjourned at 10:40 a.m.

Respectfully Submitted by,



Catherine Murphy