

TO: Staff Senate

FROM: Catherine Schneider
Staff Senate Secretary

DATE: May 13, 2013

SUBJECT: Minutes of April 10, 2013 Meeting

In attendance: Ms. Bealla, Ms. Eagen, Ms. Fetsko, Ms. Lang, Ms. Palko, Ms. Rafter, Ms. Schneider, Ms. Barnoski, Ms. Clause, Ms. Edwards, Mr. Fiorini, Mr. Gaylets, Mr. Harris, Mr. Hurst, Mr. O'Malley, Mr. Pace, Mr. Sakowski, Mr. Smoke, Ms. Bevacqua, Ms. Cullen-Brown, Ms. Cummings, Ms. Egan, Mr. Franceschelli, Ms. Freeman, Ms. Hynosky, Ms. Kennedy, Mr. Murphy, Ms. Rozelle, Mr. Wetherell, Mr. Wimmer, Ms. Day, Mr. Oakey

Not in attendance: Ms. Hayes, Ms. Scramuzza

Guests: Mr. Frank Cardamone, Mr. Paul Porter, Mr. Kevin Roginski, Mr. Steven Hallock, Mr. Tom Coleman, Ms. Donna Martin, Ms. Antonia Castro, Ms. Caitlyn Hollingshead

1. Welcome:

- Ms. Cullen-Brown called the meeting to order at 2:30 p.m. in the PNC Bank Board Room, Brennan Hall
- Ms. Cullen-Brown welcomed guests in attendance
- Ms. Cullen-Brown offered the opening prayer

2. Guest Presentation – Edward Steinmetz, Senior Vice President for Finance and Administration

- Mr. Steinmetz presented to the Senate on the fiscal affairs of the University which included the budget for the coming fiscal year, student tuition and some strategic financial issues.

(A copy of Mr. Steinmetz's PowerPoint presentation will be requested for the Senate's files as an addendum to these minutes)

3. Attendance was taken. (see attendance above)

Ms. Egan filled in for Ms. Hynosky

4. Review of March Meeting Minutes.

Mr. O'Malley put forth a motion to accept the minutes. Mr. Gaylets seconded the motion.

5. Approval of Agenda:

Mr. Murphy put forth a motion to accept the agenda. Ms. Egan seconded the motion.

6. Discussion/Vote for 2013 – 2014 Meeting Times:
The Senate has discussed at several meetings whether meeting times should be moved back to their original time of 10:00 a.m. to 11:30 a.m. A motion to move the meeting back to its original time was put forth by Mr. Fiorini. The motion was seconded by Ms. Cummings. The Senate voted unanimously in favor of the motion.
7. Discussion on Senate Communications – The Senate discussed how to improve communications amongst ourselves, to our constituents and the university as a whole.
8. Liaison's Report –
 - 2013 – 2014 Staff Holiday calendar – Martin Luther King Day has been added as a University Holiday.
 - For Your Benefit Series – Financial Planning and Retirement sessions are continuing. The next two sessions focus on Mid-Career and Early-Career planning. Information will be posted on the new HR website, which will be up and running next week.
 - Pension enrollment for newly eligible employees is under way
 - Diversified has changed their name to Transamerica
 - HR is still on track to get the final draft of the Staff Handbook to the cabinet and is hopeful to release in early June
9. Guest Presenters: Kate Yerkes, Director, Planning and Institutional Effectiveness, and Dr. John Deak, Faculty – Chemistry – Co-chairs of the Periodic Review Process for Middle States
 - Kate and John discussed the Middle States accreditation and the periodic review process. Kate and John gave an overview of the PRR document, and an excerpt of the report which highlighted some of the areas being reported on.
 - The full document is available on the my.Scranton portal on the University Links tab
10. Committee Reports: Reports were not given at this meeting due to time constraints.
11. Open Items – Ms. Fetsko reported election results
 - Clerical:** 89 votes cast for 1 seat. Senator elected: Donna Rupp, Alternates: Tammi Cherra and Synthia Guthrie-Kretsch
 - MTTP:** 257 votes cast for 5 seats. Senators: Timothy Barrett, Kevin Roginski, Craig Fedoryk, Ann Barnoski, William Pilger. Alternates: Kenneth Smoke and Alex Wasalinko
 - Professional/Para-Professional:** 888 votes for 6 seats. Joe Wetherell, Janine Freeman, Marie Trovato, Gina Butler, Timothy Palumbo, Caitlyn Hollingshead. Alternates: Jason Oakey and Ryan Sheehan.
12. Mr. Gaylets put forth a motion to adjourn. Mr. Wetherell seconded the motion. The meeting was adjourned at 4:08 p.m.