

TO: Staff Senate  
FROM: Kelli Cali  
DATE: September 28, 2016  
SUBJECT: Minutes of September 14, 2016

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In attendance: Ms. Bealla, Ms. Cali, Ms. Flynn, Ms. Schofield, Ms. Tokash, Mr. Hallock, Mr. Kohut, Mr. Pilger, Mr. Roginski, Ms. Shimsky, Mr. Puksta, Ms. Bevacqua, Ms. Brackeva-Phillips, Ms. Butler, Ms. Hollingshead, Mr. Krzan, Mr. Murphy, Ms. Cook, Ms. Tetreault (Liaison).

Guests: Ms. Rivera, Mr. Baltrusaitis, Mr. Wetherell, Mr. Martin, Mr. Staffer.

Not in attendance: Ms. Klien, Ms. Mecedon, Ms. Bautista, Ms. Barnoski, Mr. Barrett, Mr. Carter, Ms. Densvich-Sheils, Mr. Kern, Ms. Loveless, Ms. Strickland, Ms. Winslow, Ms. Pichiarello

**Welcome:**

- Mr. Murphy called the meeting to order at 10:36 am, in the PNC Bank Board Room, Brennan Hall and offered the opening prayer. Ms. Butler will offer the prayer for the October meeting.

**Review of August meeting minutes:**

Minutes approved with no changes.

**Approval of Agenda:**

Agenda approved with no changes.

**Report from Ms. Rivera:**

Ms. Rivera, the Associate VP and Dean of Students came and gave an introduction of herself, including her roles and responsibilities.

**Safety report from Mr. Baltrusaitis:**

- Mr. Baltrusaitis is the University of Scranton's Environmental Health and Safety Advisor from Cocciardi and Associates, Inc. He has been with the University for 15 years. He explained the new programs and initiatives including emergency information postings, AED programming, the safety committee, and the 2016 safety walk.
- The Safety Committee discusses safety topics, reviews accidents and near misses, performs safety inspections, and conducts outreach. All are welcome to attend the meetings.
- The safety walk is typically held after daylight savings ends. The safety committee, University police, Student Government, Facilities, and any volunteers participate in the event. It is concerned with safety, lighting, and security.

### **Report from Patricia Tetreault, Liaison:**

- Ms. Tetreault expressed her support of the safety walk.
- The University is focusing on the Presidential search and canceled the provost search until it is complete.
- Mr. Joseph Driesbach has agreed to serve as interim Provost for 2 years.
- The University of Scranton ranked #6 of colleges in the North for service learning.
- HR sent out disclosure notices that are federally mandated documents to alert of the fee structure finds in retirement plans.
- Swift MD is a useful, over the phone service for non-emergencies that we can utilize through our health plan.

### **President's Report:**

- Mr. Murphy recognized Father Quinn for his support of Staff Senate over the years/
- The representative for the Board of Trustees Enrollment Management of Academic Affairs meetings is Ms. Brackeva-Phillips and for their Education meetings Ms. Cali is the representative.
- The Spirit award is going very well. The transition has been smooth and Staff have been receptive.
- Kate Yerkes is going to come to the October meeting to talk about the Middle States process.
- The first UGC meeting is September 16<sup>th</sup>.

### **Committees:**

- The Executive committee would like to organize a comprehensive list of past and present initiatives undertaken by the Staff Senate, they are going to take on the project.
- The Communication Committee has their Fall Symposium on Thursday, November 3, 2016 from 11:30 a.m. to 12:50 p.m. The guests are Gary R. Olsen, M.S., Vice President for University Advancement, and Robert W. Davis, Jr., Ed.D, Chief of Staff. They will offer insights on their strategic initiatives as well as provide the campus community with updates from their respective areas.
- The Staff Development Committee is collaborating with CHEW and Human Resources for a Stress Management seminar with light refreshments. They are also planning an Interpersonal Communications Lunch and Learn with Dr. Germeroth.
- Finance is reaching out to chairs regarding budget planning for the year.
- Social Events is planning to set a meeting.

### **Old Business:**

- Staff Senate voted to support tabling Indigenous Peoples Day.

### **Motion to Adjourn:**

- Mr. Murphy asked for items from the floor. There were no items from the floor, so the motion was made to adjourn.
- The motion was seconded and the meeting was adjourned at 11:30 a.m.