

The Communications
Committee Presents...

Staff
Senate

Spotlight

Fall 2014

2014-2015 Meeting Dates

November 12

December 10

January 14

February 11

March 11

April 8

May 13

**Brennan Hall
PNC Board Room
10:00—11:30am
All Staff Welcomed**

President's Report

By: Joseph Wetherell

I thank all members of the University Staff Senate for having the confidence to allow me to serve as your Staff Senate President; I will work hard to continue the professional achievements of my predecessors.

I think it is important that we routinely review our mission. I believe we are charged to:

1. Support governance by participation in the University Governance Council (UGC) as full partners with the Faculty Senate and Student Senate in developing university wide policy recommendations to the President's Cabinet.
2. Support the Human Resources Department in developing policy recommendations for issues that affect all University Staff.
3. Support our constituencies by listening to the concerns of staff and helping to find solutions to issues.

We are proud of our recent work, especially our part in updating the Staff Handbook, our development of the Employee Resource Document, and our recommendation that resulted in an improved Tuition Remission Policy for staff. We believe all benefit the entire staff.

This year we plan to support the University by providing the UGC with recommendations on the Ombudsman Issue, as well as a discussion of employee participation in Wellness Activities. We will continue to conduct fall and spring roundtables with each of our three representative constituencies (Clerical, Maintenance/ Trades/ Technical/ Police, and Professional/ Para Professional) so we can continue to connect, listen, and discuss the issues that staff members find important.

We have also established an AD-HOC Committee designed to study the issues affecting all colleges and universities including changing demographics, economics, and educational procedures in hope of providing researched ideas to the University Administration as they plan for our future. I am especially encouraged that we have been asked to provide senator members to very important committees. The Provost has asked us to be on a strategic planning committee, and the Treasurer has asked us to be on two budget committees. We are also providing six members to support an HR Classification and Compensation Study.

I encourage you to be part of the Senate Team by bringing issues to your Senators, by attending Staff Senate meetings as guests, by attending the Roundtable sessions, and by voting each April in the Staff Senate elections.

Very Respectfully, Joe Wetherell

2014-2015

Staff
Senators

To Send

Comments

Questions

Suggestions

Visit Our Website

Scranton.edu/staff-senate

(Click on a Senator's Name)

Professional & Paraprofessional	Clerical	Maintenance, Trades, Technical & Public Safety
Newly elected (2014-16)		
Melissa Bevacqua Kelly Cook Amy Driscoll McNulty Justine Johnson Mark Murphy Paul Porter	Tammi Cherra Janice Mecadon Eileen Barrett Notarianni Pauline Palko Donna Tucker	Sherry Edwards Stephen Hallock Pete Sakowski Susan Shimsky
Returning (2014-15)		
Gina Butler Janine Freeman Caitlyn Hollingshead Jason Oakey Ryan Sheehan Joseph Wetherell	Donna Rupp	Ann Barnoski Timothy Barrett Craig Fedoryk William Pilger Kevin Roginski
Alternates (2014-15)		
Jordan Knicely Mollie Lauren Vita	Kristi Klien Victoria Kocis	Jonathan Davitt Brian Griguts

"If you can dream it, you can do it. Always remember that this whole thing was started with a dream and a mouse." — Walt Disney

The Communications Committee is devoted to improving communications among members of the University of Scranton community. To that end, the committee has created Facebook and Instagram accounts, updated and streamlined the Staff Senate webpage, and published the fall Staff Senate newsletter. The Staff Senate, in collaboration with Human Resources, will present the first *Communication Symposium* featuring Dr. Donald Boomgaarden and Ed Steinmetz in the spring semester. More details regarding this event will follow.

The Communications Committee consists of Amy Driscoll McNulty (co-chair), Mark Murphy (co-chair), Jonathan Davitt, Craig Fedoryk, Caitlin Hollingshead, and Donna Rupp.

The Election & Membership Committee members has been busy coordinating the participation of staff members to several University-wide committee openings:

- Six senators to participate in a stakeholder group for the staff "Classification and Compensation" study in coordination with Human Resources
- Four staff members to be part of a 15-member Commencement Speaker & Honorary Degree Committee
- One open seat for a staff member to the Budget Advisory Committee
- A representative to serve on the Strategic Financial Planning Steering Committee
- One Staff Senate representative to serve on the Executive Director for the Campus Ministries search committee

The Committee consists of the following individuals: Donna Rupp (chair), Tom Coleman (volunteer), Steve Hallock, Paul Porter, Pete Sakowski, Cathy Schneider (volunteer), and Donna Tucker

The Finance Committee consists of the following individuals: Caitlyn Hollingshead (chair), Sherry L. Edwards, Janine Freeman, and Vicki Kocis.

The Recognition and Excellence Committee – The goal of the newly-elected committee is to continue in the footsteps of its predecessors by recognizing individuals for the monthly Staff "Spirit Award." We are also planning to form a sub-committee who will work with Human Resources on the Sursum Corda Award. These members will be responsible for processing nominations from the Senate. Members of the Recognition and Excellence Committee will also play a role in managing the annual Senate Luncheon, acknowledging employees for their service and performance. The committee will be meeting regularly to explore the possibility of whether there is a need to modify any of our procedures or introducing any new items.

The Committee consists of the following individuals: Eileen Notarianni, Janice Mecadon (Co-Chairs), Gina Butler, Jonathan Davitt, Craig Fedoryk, Vicki Kocis, Bill Pilger, Kevin Roginski and Mollie Vita.

Wellness Participation Committee – The mission of our committee is to develop a standardized working policy guideline document for the use of how hours are charged during the normal workday for the University of Scranton's staff personnel engaging in established Wellness Program activity classes. Currently there is a lack of consistency throughout the campus on how these hours are implemented and documented. Our committee will address this issue and research the means to make recommendations to the program to ensure it is equitable for all participants. The current inconsistencies are noted in such a way that some campus departments do not require the use of personal time or lunch hour time to participate in daytime classes while other departments have stricter rules governing time and are charged personal time or use of lunch time accordingly.

Our task has involved researching how various universities, local and federal governments and other work force organizations handle wellness program design, scheduling, time charged and a review of their employee satisfaction with each facet of their own prospective program. Our project is near completion. A formal report with survey results and a written policy draft will be presented to the Staff Senate for their review and recommendations before the end of 2014.

Members: Timothy Barrett (Chair), Tom Coleman, Sherri Edwards, Craig Fedoryk, Steve Hallock, Kevin Roginski, Pete Sakowski, and Susan Shimski,

"Vision without action is merely a dream. Action without vision just passes the time. Vision with action can change the world." — Joel Barker

Event planning for the **Social Events and Community Building Committee**

Mission: The Social Events and Community Building Committee will plan and implement activities for the staff that foster social interaction; develop opportunities for staff to build community; and work with other committees to provide open forums for the staff.

The Committee will be sponsoring a sock drive for the Center for Service and Social Justice. Drop-off locations are located in McGurrin Hall, Brennan Hall, O'Hara Hall, St. Thomas Hall by Human Resources, Hyland Hall, Old Loyola Hall, Loyola Science Center 2nd floor by elevators, and by the Center of Service and Social Justice on the 2nd floor of the DeNaples Center.

December is a wonderful time to celebrate the spirit of giving. The Christmas luncheon will be held Tuesday, December 16, 2014. The Staff Senate will be collecting donations (coats, hats, gloves, scarves, socks, hoodies, and fleece throws) to give to families in our local community. In addition, Staff Senate Committees will donate special gift baskets for raffle at the Christmas Luncheon. 50/50 raffle tickets will also be sold. Watch your email in November for your invitation. Also, please remember to RSVP!

With the help of Logo It!, the Staff Senate Social Events & Community Building Committee is purchasing string backpacks to fill with gifts to be given at the annual Christmas breakfast sponsored by the Center for Service and Social Justice and Aramark. We are hoping with the generosity of university employees to raise enough money to purchase special gifts to fill the backpacks. More details regarding this fund-raising effort will be forthcoming. The Christmas Breakfast typically serves over 500 guests a hot meal on Christmas morning.

The committee consists of the following individuals: Ann Barnoski (co-chair), Janine Freeman (co-chair), Tom Coleman, Kelly Cook, Sherry L. Edwards, Steve Hallock, Margaret Hynosky, Justine Johnson, Kristi Klien, Vicki Kocis, Bill Pilger, Ryan Sheehan, and Susan Shimsky.

The Staff Development Committee

A Note from the Co-Chairs

As Co-Chairs of the Staff Development Committee, it is a privilege to provide leadership to such a wonderful group of professionals! The Staff Development Committee is dedicated to YOU – specifically the advancement of your personal and professional development; and we can assure you that we have some outstanding programs and initiatives in store for you throughout this academic year. The committee has been hard at work on initiatives including, an informal staff "buddy" program for new hires, and collection of learning modules designed to help staff sharpen their professional skills. We are also excited to announce the return of the prayer cards, and brown bag lunch discussion series. In a word, this year will be... dynamic!

Please feel free to reach out to us with your questions, comments, and concerns. We welcome the opportunity to help enhance the wonderful work that you do!

Cheers!

The committee consists of the following individuals, Melissa Bevacqua (co-chair), Paul Porter (co-chair), Gina Butler, Tammi Cherra, Kelly Cook, Justine Johnson, Kristi Klien, Jason Oakey, Kevin Roginski, Pete Sakowski, Ryan Sheehan, and Mollie Vita.

Staff Senate Holds Fall Roundtables

Approximately 40 Para-professional and Professional Staff met on October 29th to have an open forum about concerns, questions, and feedback about life at The University of Scranton. Justine Johnson and Mark Murphy emceed the event, provided updates, and facilitated the discussion. The discussion began with updates about successes from the last roundtable in March 2014. The Senate has been working on specific issues of concern raised and discussed at the roundtable including topics of wellness, leave time, and partner benefits. Beyond the updates, the floor was opened to have a dialogue about other concerns of staff including technology and policies. Another para professional and professional roundtable will be scheduled for the Spring 2015 semester.

The Clerical Constituency met on October 14th and shared a light breakfast and lively conversation. During the roundtable, attendees offered concerns and questions uniquely relative to their positions. Discussions addressed several topics including the current class and grade level system for compensation, career advancement strategies, and clerical workload equity across departments. Other topics included technical and security issues with the Student Government initiative to have all faculty post their open office hours online, issues with scanning and printing tests under the current system, establishing Staff Emeritus designation to honor long-time clerical employees who retire, and one-way emergency notification to Public Safety (a.k.a. panic button). Senators in attendance offered some well-received clarification regarding the current classification and grade level system and noted that these issues will be addressed in a Compensation and Classification review which the University plans to undertake in the near future. Student Government was notified of the issues raised relative to the Faculty Office Hours posting online. Other topics will either be forwarded to appropriate departments for investigation or raised at Staff Senate.

The Clerical Senators thank all who participated and look forward to more discussion at the Spring Semester Roundtable.



The Staff Senate Welcomes you to a Christmas Luncheon

Tuesday, December 16, 2014

(SNOW DATE Wednesday, December 17, 2014)

11:30am ~ 1:00 pm (one sitting)

Rev. Bernard R. McIlhenny, S.J. Ballroom

The DeNaples Center - 4th Floor

New or Gently used Coats, Hoodies, Hats, Gloves & Scarves.

~50/50 Raffle, Baskets, Door Prizes~

This is a free event for all University Staff employees

PLEASE RSVP by 12/11

To: margaret.hynosky@scranton.edu or 5925



CHRISTMAS SOCK DRIVE

Warmth for the Sole!

Please consider donating socks for the homeless to be given away at the annual Community Christmas Day Breakfast held on Christmas Day.

We are in need of socks for men and women in all sizes.

Any donation will help.

Drop-off locations: McGurrin, Brennan, O'Hara, Loyola Science Center 2nd floor by the elevator, Old Loyola, Hyland, St. Thomas by Human Resources, and by the Center for Service and Social Justice.

The Staff Senate Welcomes you to a Meet & Greet the 2015 Election Candidates Luncheon

Wednesday, April 1, 2015

Luncheon - 11.30am ~ 1.30pm

Maintenance, Trade, Technical & Police (MTTP)

Constituency

Fall 2014 Roundtable

Originally scheduled

for November 13th

has been POSTPONED

The Roundtable will likely be held in January.