TO: Staff Senate

### FROM: Mark Murphy

### DATE: March 20, 2024

### SUBJECT: March 20, 2024, Staff Senate Meeting Minutes

**In Attendance:** Brenda Amato, Gerianne Barber, Shawn Beistline, Bridget Conlogue, Grismeiris DeJesus, Peggy Doolittle, Rebecca Dzikowski, Melissa Eckenrode, Kym Fetsko, Lori Flynn, Autumn Forgione, Melisa Gallo, Lucia Grissinger, Sybil Keris, Jonathan Kirby, Kristi Klien, Bernard Krzan, Tammy Manka, Sandina Meo, Mark Murphy, Meghan Nowakowski, Peter Sakowski, Patricia Savitts, Traci Vennie, and Patricia Tetreault.

**Not in Attendance:** Amy Black, Brenda Clarke, Meg Hambrose, Rose Ann Jubinski, Denise Kuzma, and Janet Schieber, and Daniela Teneva.

**Welcome:** Mr. Murphy called the meeting to order at 2:04 PM. Bridget Conlogue offered the opening prayer. Rebecca Dzikowski will offer the opening prayer at the next meeting. The Land Acknowledgement Statement was read by Mr. Murphy. Attendance was checked, a quorum was met.

**Review of Previous Month’s Minutes:** The minutes from the February meeting were reviewed. A motion was made to approve the minutes. The motion was seconded, and the minutes were approved.

**Review of Agenda:**  A motion was made to acceptthe agenda. The motion was seconded, and the agenda was approved.

**Liaison Report – Patricia Tetreault**

Cabinet Report:

* Father Marina is excited to announce that Father McShane is coming back to the Scranton area.
* Work has begun on updating Covid protocols to align with the CDC guidelines. They are moving toward being in line with other respiratory diseases.
* Ed sent a note out to a few notifying of drilling beginning at the sight soon.
* The Cabinet attended a retreat the morning of 3/19/24 focused on the status of higher education, including current and future higher ed sector challenges and opportunities. For example, impact of the FASFA changes, national conversations about the value of higher education, as well as state level activities which lessened degree requirements for many state jobs and other higher education initiatives.
* CFO search underway and progressing. Hoping to bring candidates to campus in April.
* The new CAS Dean, Carolyn Berry, is set to begin in mid-July.
* Father Marina gave us off on Holy Thursday.

Human Resources:

* When the retirement plan was restructured, only certain monies could be moved from the existing voluntary plans. All required plan document changes have now been finalized. Therefore voluntary accounts with TransAmerica, can now be transferred to TIAA. The same is true for TIAA as well, as previously we were not able to move voluntary plan funds to the new platform, but now we can.
* Retirement plan news: The investment option line up is reviewed on a quarterly basis. From time to time, we might identify an option that is lagging in competitiveness. We will analyze this and, in some cases, may decide to replace that option with a comparable, better performing investment option. This Spring, the Metropolitan West Corp fund will be switched to JP Morgan bond fund due to improved performance. TIAA will notify all plan participants.
* Eileen and Melissa advertising HR drop-in hours. Just to remind people that HR is there and available to staff anytime. Our door is open, come see us with questions.
* Patti to attend the Clerical Roundtable on Friday March 22.
* Working on an update to dress code policy: After analysis and observation HR would like to propose a modification to dress code and make it more flexible so we can wear denim pants as well as sneakers and athletic footwear in good conditions. Not tight/ripped/unkept attire. To go before Cabinet at next meeting.

**Guest(s)** – Todays guest is Jose Sanchez, Assistant Director, Cultural Center and the Jane Kopas Women's Center

The Multicultural center moved last Fall to the first floor of The DeNaples Center.

New staffing structure:

Shaefny Grays, Assistant Dean of Culture and Inclusion, overseeing both the JKWC and MC

Brandice Riccardi, Assistance Director of Cultural Centers overseeing Jane Kopas Woman Center

Jose is the Assistant Director of cultural Centers, overseeing Multicultural Center

GA Luis Vasquez

Purpose of the Cultural Center to foster an inclusive campus community where individuals advocate for the respect of the human dignity of all people.

Strive to form people who are committed to living their lives for and with others.

Encourage diversity and exploration of human difference in an environment of mutual respect and for the purpose of pursing justice.

Goals:

Develop a deeper awareness and appreciation one's own and others' cultures.

Increase understanding of and ability to address microaggressions, implicit bias, and non-inclusive language.

Recognize and understand the individual, institutional, and structural aspects of privilege, discrimination, and oppression.

Connect curricular learning with co-curricular education.

**President’s Report**

Mark –

Thank you to Kristi for running the February meeting.

UPC Report- Main focus was talking about the Strategic Plan ending and what the next one will hold. Michelle Maldonato would like to come present to us on the future plan. Looking to have her here in April at the meeting.

Missed trustee meeting due to illness. Kym attended and reports Tara sent out the email and covered the details in the email.

UGC scheduled for 3/21/24 with topics including a draft of a Religious Observance Policy and an Alcohol and Drug Policy for Students.

Roundtables and discussion on combining them in the future.

**Previous Business**

Board of Trustee Subcommittees: Melisa Gallo - Education

The group met and Melisa reports there was discussion on the Environmental scan, programs major at the graduate and undergraduate level. Discussions surrounding retention as well as the CAS Dean change. Faculty reported on the GE review update in progress.

Discussion about HR training? Meg out and Mark was sick at the time. It's on Us April 4th.

Last meeting topic: Concern about acknowledging the new handbook.

Election and membership committee – discussion about size of senate and upcoming elections.

**New Business**

Save the date: May 15th for the year end Staff Senate luncheon.

Melissa E. – CHEW has asked Staff Senate to consider providing dessert at the June 12th event they are holding for the Summer Wellness Kickoff BBQ. Discussion led to talk of offering the Groovy Baby Ice Cream Truck since it was well received last year. Concern over staff getting more than one treat led to ideas and recommendations of issuing a ticket to ensure that people are only getting a treat when registered. Last year we made a deposit on the end of year so as not to go into the next fiscal year. Vote at next meeting.

Patti had to leave early so we could not discuss the graduate level tuition for staffs students.

Same goes for adding Spring break to the hybrid policy.

**Standing Committee Reports**

* Communications – Melisa Gallo and Denise Kuzma
  + Currently working on the next Communication Symposium
    - Leahy Clinic re-opening/medical school collaboration
    - April 11 11:30am Communication Symposium date.
    - Spring Newsletter coming and requests will be out.
* Elections and Membership – Shawn Beistline, Rose Ann Jubinski, and Kristi Klien
  + Met to complete the final details of launching elections.
* Finance – Traci Vennie
* Social Events & Community Building – Melissa Eckenrode and Lucy Grissinger
* Staff Development –Geri Barber and Meg Hambrose
* Staff Recognition & Excellence Awards – Kym Fetsko
  + Save the date for the end of the year luncheon 5/15/24

**Ad Hoc Committee Report**

* Assessment – Geri Barber

### **Items from the Floor**

* None

**Motion to Adjourn**

* A motion was made to adjourn at 3:30 PM. The motion was seconded and approved.