

Staff Senate Meeting – February 19, 2014
Library Auditorium

MINUTES

Attendees: Ivonne Cruz, James Day, Devon DiBella, Leon Duminiak, Kevin Fay, Ryan Gladysiewicz, Tim Grant, Diane Gruenberg, Ann Guarnaccia, Dionne Hallback, Monica Jacobe, Jamal Johnson, Rita King, Rachel Lichtenberg, Emily Lleo, Matthew Middleton, Joe O'Brien, Susan O'Connor, Karen Paterson, Nino Scarpati, Sharon Shivers, Jim Spencer, Quiana Starr, Pat Van Hise, Carol Wells, Rosa Zagari-Marinzoli, Alexis Zahorsky.

Excused: Alan Amtzis, Ginny Brown, Katy Ells, Lynette Harris, Paula Rainey, Angela Sgroi

I. Approval of Minutes

Minutes of January 15, 2014 will be sent electronically to members when completed and members can review and send any changes they may have to Nino at scarpati@tcnj.edu.

II. President's Report

- a. *Welcome Buddies! Nino introduced himself. Executive Board Members introduced themselves and gave a brief description of the committees they chair. Staff Senate Members introduced themselves.*
- b. *Nino spoke about the mission of the Staff Senate and the described the composition of the committee structure.*
- c. *Nino proposed a resolution thanking the Grounds Department and Building Services for their dedication in making the campus safe during the recent weather events. Nino proposed a resolution recognizing Dr. Gitenstein for her 15 years of service. Members approved these resolutions.*
- d. *Cornell West will be on campus. Event almost sold out. Call the box office at x2775 for tickets.*
- e. *Nino will invite Amy Hecht, VP of Student Life to March meeting.*

III. Old Business

A. Staff Senate Council and Governance Openings

Committees are filled with the exception of an opening on CSCC. Please email Matt or Karen if interested in serving.

B. Implications for New Academic Calendar for 2014-15

Extension of winter term will push back spring calendar by one week. Winter break will also be extended by one week. Maymester and summer term will also change. Fall term has not been changed at this time. Full recommendation read by James Day. Nino stated that staff input is essential.

IV. New Business / Announcements

A. Introductions and Elections – Matt Middleton

Matthew Middleton gave a brief description of the Elections and Constitution Council. Matthew spoke about the advantages of joining the Staff Senate. Diane Gruenberg spoke about what it was like when the Staff Senate did not exist. Matthew asked the Staff Senate to vote and approve new Associate Member, Tiffani Warren. The Senate voted and approved the new Associate Member.

B. Professional Development Update – DDI Training

Human Resources have selected a pool of individuals to be trained by professional trainers and their job will be to train the staff. Nino Scarpati will be one of the individuals involved in this training process.

C. Wellness Expo – Tuesday, March 18 2014 – 10AM – 3:30PM, BSC – Carol Wells

Carol Wells advised the Staff Senate regarding the Wellness Expo 2014 on Tuesday, March 18, 2014 at 10:00AM to 3:30PM in the Brower Student Center Atrium – look for the Save the Date email coming at the end of this week and mark your calendar! Additional information regarding vendors and activities will follow. Healthy Campus will also be launching their new website soon which will have an Event Calendar listing many health related events on campus.

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V. Reports

Staff Senate Councils

Elections and Constitution Council (ECC) – Matt

- *One opening on CSCC is available. Contact Matt or Karen if interested in serving.*
- *New listing of Senators on committees will be sent soon.*
- *Matthew asked the Staff Senate to vote on a new Associate Member Tiffany from EOF.*

Staff Development and Recognition Council (SDRC) - Joe

- *Will be meeting next week.*

Special Events and Community Building Council (SECBC) – Devon

- *Coat donations went to Habitat for Humanity. Staff Senate was recognized via a letter for the donations.*
- *Looking forward to spring and having a mixer.*

Communications and Public Relations Council (CPRC) – Sharon

- *Meeting canceled due to weather; will be meeting soon.*

Helen Shaw Staff Excellence Award (HSSEA) - Jack

- *Membership is full and Jack Fehn will be new Chair of the committee.*

College Governance Committees:

Committee on Academic Programs (CAP) – Pat

Pat updated the Senate on the following:

- *Ungraded Option policy. Please send any comments to Pat via email.*
- *Repeat a Course Policy.*
- *Academic Standing and Dismissal Policy is being reviewed.*

Committee for Planning and Priorities (CPP) – Nino

- *Winter term and spring scheduling modification.*

Committee for Student and Campus Community (CSCC) – Carol

- *Alcohol Policy was submitted to Steering and will be presented to the Board of Trustees at their next meeting.*
- *Protection of Children Policy was submitted to Steering.*
- *Student Rights and Freedoms Policy was submitted to Steering and will be presented to the Board of Trustees at their next meeting.*
- *Student Conduct Code - awaiting changes from Angela Chong and will discuss at next CSCC meeting.*

Steering Committee (SC) – James

- *Met electronically due to weather.*
- *Academic Calendar.*
- *Walking Graduation Policy.*
- *MUSE program.*

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Committee on Faculty Affairs – Jon

- *Nothing to report at this time.*

Planning Councils:

College Advancement (CAPC) - Kevin F.

- *Communication of events for broader campus community.*

Enrollment Management Planning Council (EMPC) - Matt

- *Nothing to report at this time.*

Facilities and Construction Planning Council (FCPC) – Devon

- *Nothing to report at this time.*

Finance and Budget Planning Council (FBPC) – Emily

- *Meeting today.*

Human Resources and Staff Development (HRSDPC) - Joe

- *Meeting today.*
- *Climate Survey. Over 30% of respondents. Student response not good. Faculty and Staff response was okay.*

Information Technology Planning Council (ITPC) – Leon

- *Meeting today.*

Program Councils:

Advising and Student Support (ADSS) – Jim S

- *Meeting first time today.*

Athletics Advisory Program Council (AAPC) - Joe

- *Meeting in two weeks.*
- *New Athletic Director.*
- *Nino will invite to Staff Senate meeting.*

Cultural and Intellectual Community (CICC) - Diane

- *Meeting today finalizing plans for summer reading books.*

Faculty-Student Collaboration (FSC) - Carol

- *Nothing to report at this time.*

Graduate Programs (GPC)

- *Comprehensive Exam Policy.*
- *Saturday classes pilot.*
- *Blended learning.*

Global Engagement (GE)

- *Diversity; Signature Program list.*
- *Teleconference Ukraine Experience was a success.*

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Healthy Campus (HC) – Libby, Carol, Janice

- *Meeting today.*
- *Wellness Expo 2014 – Save the Date and vendor flyer*
- *Reviewing wellness survey.*
- *Website launch coming soon.*

Honors and Scholars Program Council (HSPC) - Matt

- *Meeting today.*

International Education Program Council (IEPC)

- *Nothing to report at this time.*

Liberal Learning Program Council (LLPC) - Rita

- *Have not met.*

Teaching and Learning Center Program Council (TLCPC) – Diane

- *Meeting canceled due to snow.*

Curricular Councils:

Teacher Education Program Council (TEPC) – Ginny

- *Nothing to report at this time.*

Self-Designed Major – (NOT CONVENED)

- *Nothing to report at this time.*

Ad Hoc Committees, Commissions, Task Forces:

Search Committee for Dean, School of Nursing, Health and Exercise Science - Nino

- *New Dean, Carole Kenner, starting on July 1, 2014.*

Excellence and Signature Programs Task Force – Monica

- *Nothing to report at this time.*

Board of Trustees Staff Representative Report – Lynette, Tim

- *Board meeting next Tuesday.*

Middle States Decennial Self-Study – Monica, Kay

- *Forward moving assessment of student learning draft.*

Campus Public Safety Advisory Committee (PSAC) – Tim

- *Interviewing Police Officers. Two new positions.*
- *Dispatcher has been promoted to Supervisor.*
- *Interviewing Dispatcher.*
- *Tim will invite Chief Collins to next meeting with new personnel.*

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Campus Property Use - Seth

- *Nothing to report at this time.*

Facilities Master Plan – Alexis

- *Meeting was canceled.*

STEM Building Committee - Karen

- *Nothing to report at the time.*

Citation Appeals - Alexis

- *Nothing to report at this time.*

Dining Services Ad Hoc – Emily L.

- *Complete satisfaction survey.*

Presidents Climate Commitment Committee – Joe

- *Meeting today.*
- *Flyers regarding carpooling.*
- *Fund raiser for planting a tree. Staff Senate will be interested in doing this.*