

The College of New Jersey Staff Senate
April 15, 2009
Minutes

Present: Ginny Brown, Sue Ciotti, Barbara Clark, Jackie Deitch-Stackhouse, Kevin Ewell, Larry Gage, Diane Gruenberg, Megan Guicheteau, Lynette Harris, Beverly Kalinowski, Rich Kroth, Christine Kucha, Kawanna Leggett, Magda Manetas, Matt Middleton, Kay Miklosz, Joanne Popowski, Arlene Radonsky, Paula Rainey, Lakita Rowe, Steve Scaffa, Nino Scarpati, Brunelle Tellis, Janice Vermeychuk, Terri Yamiolkowski

Excused: Sharon Bancroft, James Boatwright, Lisa McCarthy, Jason Schweitzer, Sharon Shivers, Alexis Zahorsky

- I. Approval of Minutes
Minutes of March 18, 2009 meeting were approved.

- II. President's Report
 - a. Involuntary Withdrawal Policy – Magda Manetas and Diane Gruenberg, on behalf of the Committee for Student and Campus Community, accepted comments and suggestions from the Staff Senate regarding the Involuntary Health and Safety Withdrawal Policy. Feedback has also been solicited from the Student Government Association and Faculty Senate, and at two campus-wide open fora. Magda will submit recommendations for revisions to the policy, via CSCC, directly to the president and the Steering Committee for review as required in the Board of Trustees July, 2008 resolution.
 - b. TCNJ Budget Update – Dr. Gitenstein and Treasurer Barbara Wineberg attended the meeting to provide an update on the budget. Information communicated included the following:
 - Stacy Schuster (Advancement) and Ellie Fogarty (General Counsel's Office) are leading the effort to interpret and direct submissions for the stimulus fund portion (of the 54 billion in total state aid) made available to New Jersey. Several such applications are already underway, including one related to community policing. We were in hopes of funds for "shovel ready" infrastructure improvements but this did not prove to be the case. Most of this funding will likely go to major research projects. Except for TAG (Tuition Assistance Grants), funds do not appear to be earmarked for higher education. Staff should share any recommendations received from national and local colleagues regarding possible applications of these funds.
 - We are currently awaiting more solid information regarding our yield. While student applications were flat this cycle, we are optimistic about our yield and the consistent quality of these students. It is possible that we will yield a slightly larger incoming class than in the past, but again, this is not yet confirmed.
 - Gov. Corzine is working with the unions to negotiate accommodations, including a possible wage freeze or furlough. The felt impact to the appropriation for TCNJ will be at least \$300,000. Dr. Gitenstein reaffirmed her philosophy that the College should hold as a priority saving current jobs, while any vacancy will be carefully scrutinized before an approval to fill. Further, it was acknowledged that attrition may well lead to a reduction in services.

- How to help? Check the College's Advocacy website for guidance. Lobbying efforts should highlight what you do that benefits the state of New Jersey. Should you have a non-TCNJ email account, using such will be more effective in communicating that employees are not advocating for their own jobs but on behalf of the impact of TCNJ's impact on higher education opportunities in the state. In addition, staff may identify student organizations and/or projects that illustrate the impact of TCNJ on our students, to Stacy Schuster. (Magda noted that the SGA has been heavily involved in lobbying work with state legislators.)
- Regarding revenue – our endowment is down 12% (versus, for example, Harvard's decrease of 30%); alumni giving is down 8% from last year (seen to be less of a decrease than anticipated) and Rush Holt is moving on several earmarks that would help TCNJ including \$185 K for the EOF summer program and \$400 K for security cameras for our parking lots.

III. Old Business

- a. Four Collaborative Initiatives – as we are about to conclude the academic year, it is unlikely that the Transitions and Leadership initiatives will be able to move to staffing, receiving a charge and beginning work until the fall term begins. The Healthy Campus Task Force has identified co-chairs (Magda and Steve Schreiner) and a charge, but will not confirm membership and begin work until the summer. The Teaching and Learning initiative has been embedded in the governance process and previously reported.
- b. Dean Search Committees – Business Dean candidates visited campus in last two weeks and is moving toward final selection and appointment; the Culture and Society and Arts and Communication committees are in the process of conducting off-site interviews and final candidates will soon be invited to campus.
- c. Green Dot Campaign – Jackie provided an update on this process. We are currently in the “Pre-Launch” stage; Beverly Kalinowski confirmed the support and collaboration of her Staff Development and Recognition Council in moving forward.
- d. Planning Council Review – Nino, Dan Scapardine and Michael Robertson have met and compared notes on planning councils that do not appear to be active. They will soon submit their report and recommendations to the Steering Committee.

IV. Reports

Staff Senate Councils:

Elections and Constitution – an email went out today with the results of the senate election, but we anticipate all 17 candidates will be placed as this number equals our vacancies; VP election concludes on 4/17.

Staff Development and Recognition – working on newsletter; will support Green Dot Initiative

Communications and Public Relations – waiting for SDRC to give them newsletter for distribution; has contacted all new employees to alert them to Staff Senate, using flyer developed by ECC; will be emailing any senator who has more than three unexcused absences to check status; has prepared a campus-wide survey

Special Events and Community Building – volunteers will go to TASK on 4/16, 5/21 and 6/10. Please let Kevin know if you are able to attend any of these ASAP. Also, council received a lot of affirmative responses to Trenton Thunder activity – look for announcement of date and time soon. Finally, please let Amy Loprinzi know if you can participate in Take Your Child to Work Day presentations.

Ad Hoc Committees, Commissions, Task Forces:

Presidents Climate Commitment Committee – TCNJ is a finalist for the “Green Leadership Award”; mission of committee has been extended to broader sustainability efforts; possible initiative: purchasing water coolers for locations around campus to reduce use of bottled water.

Helen Shaw Staff Excellence Award Committee – ads have been placed in the Signal and several campus-wide emails have gone out; due date for submissions is May 18, 2009. Paula urged the senators to consider submitting a nomination.

Governance Committees/Planning and Programming Councils:

As we needed to conclude our meeting, Nino asked that these reports be submitted via email to Magda at mmanetas@tcnj.edu. The following reports were received:

Campus Planning and Priorities – preparing for Middle States Periodic Review by identifying subjects for review and list of individuals/organizations to contact for information; discussing leadership for MLK campus-wide program

Committee for Student and Campus Community – reviewing draft of Student Travel Policy; has solicited feedback regarding Involuntary Health and Safety Withdrawal Policy, which Magda will collate for CSCC review and to send to Steering

External Affairs Planning Council – has discussed status of gift-giving and endowments; relatively speaking we’ve experienced less loss to our endowments than other similar institutions; reviewed recent alumni events and discussed how to improve participation; new event for the class of ’09 planned for 6/6 at Bar A in Lake Como; discussing future development of Carlton Avenue property – a feasibility study is being conducted to guide program plan; Pat Coleman-Boatwright visited council to discuss TACT and to distribute “Connections” publication, which is sent to neighbors and highlights student accomplishments and local community service efforts; Stacy Schuster visited council to share advertising to be placed in next edition of TCNJ alumni magazine and to ask for input on photos and copy; council may meet informally over summer to continue work

V. New Business/Announcements

- a. Student Leadership Awards – Nino encouraged senators to attend this celebration of student leadership and programming; Wednesday, April 15th – pre-event picnic at 4:45 p.m. in BSC Atrium; ceremony at 6:00 p.m. in Kendall Hall.
- b. Senior Week Volunteers – Please contact Magda if you can assist with bus loading and residence hall roving activity during Senior Week – contact Magda for details.