

**Staff Senate Meeting  
Minutes, May 17, 2006 (Draft)**

**Attending:** S. Bancroft, J. Boatwright, T. Comisky, L. Demarsico, J. Hadge, L. Harris, J. Heisler, B. Kalinowski, J. Lopez, M. Manetas, P. Manetas, T. Marchetti, L. McCarthy, M. Middleton, J. O'Brien, N. Ogletree, J. Pageau, J. Popowski, C. Puglia, A. Radonsky, N. Scarpati, T. Scheuren, S. Stallings, J. Vermeychuk, D. Willan, M. Winkel

**Excused:** S. Atkins, J. Blayne-Paul, A. DeGennaro, L. Gage, D. Gruenberg, C MacLeod, G. Perkins, J. Schweitzer

**I. Approval of Minutes for April 19, 2006** On a motion by J. Pageau, seconded by P. Manetas the minutes of the April 19<sup>th</sup> meeting were approved as submitted.

**II. Old Business**

- a. Helen Shaw – Update There are eleven nominations. The deadline was Monday the 15<sup>th</sup>. The awards ceremony will be in late August, date to be determined.
- b. Budget updates We received a sample letter, constructed by Tony Marchetti, which can be used as a guideline when contacting legislators.

**III. New Business**

- a. Ann DeGennaro Staff Senate Ad Hoc Committee - Ann sent a meeting request to those who indicated they are interested in participating in the Ad Hoc Committee.
- b. ECC on senate elections and next step - Election is completed. New senators will be placed on committees and councils
- c. CPR welcoming new members - an email of welcome will be sent to new members.
- d. Task Force on Teacher – Scholar model follow up - Larry Gage followed up with David Blake on some of the issues raised by staff during David's presentation at the April meeting.
- e. Beverly Kalinowski - summer work group – Beverly is hoping that the SDRC will meet over the summer to follow up on ideas generated this year related to staff development.
- f. Staff Senate secretarial support – The Faculty Senate has seventy hours of secretarial support each semester. Although we requested secretarial support for the Staff Senate, we have not been awarded that support. Joe plans to request that, since this year we have close to \$2000 left in our budget, we could redesign our FY '07 budget to remove some of the present funds and use money for secretarial support.
- g. Note: Planning Councils are to submit brief end of year reports to CPP
- h. TCNJ clinic. There is a clinic currently operating in Forcina Hall – provides counseling for TCNJ faculty, staff, and students, and also for local community members.

**IV. Reports**

**Senate Councils**

Elections and Constitution Council (see information in earlier part of minutes)

Staff Development and Recognition Council – (see information above)

Special Events and Community Building Council - Nino will send out information about a date to help at the Trenton Area Soup Kitchen

Communications and Public Relations Council – we are urged to support initiatives to contact legislators.

### **College-wide Governance Committees**

#### Steering Committee

Committee on Academic Programs – over the past year, CAP has addressed:

The “student evaluation of teaching” form

A proposal for self-designed majors

A proposal for a Japanese minor

Discussed the proposal by the International Education Program Council

Internationalize the curriculum

Teach cross-cultural understanding (there were additional proposals)

#### Committee for Planning and Priorities

Reports are being received from the Planning Councils

Ideas are being generated for future task forces

The committee will continue to meet over the summer as needed for budget consultations

Program closure process was completed for the TCNJ Child Care Center

(at the staff senate meeting, concerns were expressed that the Governance program closure process might not be followed; reorganizations might be used)

### **SUGGESTIONS FOR THE FUTURE**

In the early fall, invite new cabinet members (new Dean of Science, new Dean of Student Life, etc.) to a Staff senate meeting.

Ask other cabinet members (Barbara Wineberg, Beth Paul, etc.) to a Senate meeting.