

Staff Senate Meeting

March 26, 2003

Minutes

Present: Sue Atkins, Jim Boatwright, Judy Cobb, Roberta Conjura, Frank Cooper, Ann DeGennaro, Jack Fehn, Cindy Friedman, Larry Gage, Teri Gerberg, Diane Gruenberg, Terry Harker, Lauren Kaspereen, Rich Kroth, Dee Maziarz, Joan Pageau, Colleen Perry, Joanne Popowski, Arlene Radonsky, Kathleen Ragan, Nino Scarpati, Dawn Willan

Excused: Sheri Flynn, Joe Hadge, Peter Kaspereen, Chris Leichliter, Magda Manetas, Pete Manetas, Michael Marchetti, Lisa McCarthy, Gem Perkins, Judy Wingerter

1. Approval of Minutes for February 26, 2003
Pete Manetas was added to the excused list.
The Minutes were unanimously approved and received.
2. Three names were forwarded to President Gitenstein for the staff member to be appointed to the Facilities Planning Committee, and Lisa McCarthy will be serving on the committee.
3. **Feedback from CAP:**
Models will be forwarded in the next few weeks. Written feedback will be requested. Plan to discuss further at April's meeting.
4. Reports:
 - Steering Committee - no report
 - Committee on Academic Programs - There was a meeting on the Liberal Learning Proposal, which was voted on and passed. There will be some final edits to the proposal after which it will be submitted to the Steering Committee for review.
 - Committee for Planning and Priorities – no report
 - Committee for Student and Campus Community - Still working on the revisions to the alcohol policy; met with the Attorney General's Office to clarify certain legalities within the policy. Will be selecting recipients for the student scholarship awards for the Dean of Student Life's Office.
 - Graduate Advisory – no report
 - IT Advisory – no report
 - Marketing Advisory - no report
 - Development and Alumni Affairs Advisory – no report
 - Athletic Advisory – no report
 - Special Services Advisory - Working on editing the ADA policy, which should be going out in the near future to the entire campus community. Senators were asked to "spread the word".
 - Human Relations Advisory - The survey for Campus Climate will be coming out soon; there are plans to roll out a pilot to a large constituency, and it is almost finalized. The Council anticipates some prejudice being associated with the war, and is attempting to devise a program to address this issue, and head off hate crimes and discrimination associated with this prejudice. Council wanted to encourage attendance to the teach-in scheduled for 3/27, beginning in the afternoon and running into the evening, with the hope that this event will facilitate constructive dialogue in regards to the war.

- Communications and Public Relations Council - Working on pulling material together for the Staff Senate webpage. This council is charged with helping promote any information the Staff Senate wishes to promote to both the staff as a whole and the Senate. This council has been assisting the Elections Council with the mass email process.
- Election and Constitution Council - Reminder that elections for President and Vice President of Staff Senate end on 3/26/03.
- Special Events and Community Building Council - Nino Scarpati sent around a form for volunteers for the Homeless Soup Kitchen. This sheet listed 4 separate dates for volunteers to choose from, and whichever dates had the most interest would be the ones chosen. No cooking is involved, it will mostly be food prep, set-up, inventory. Van transportation is available. More details will be provided for those individuals who volunteered on the sign-up sheet. The support of participation and time-make-up will be inquired upon. Two community building events were proposed to the Senate and approved by a show of hands. The first event approved was the Staff Senate Year-End Reception, scheduled for Thursday, May 22, 2003 at the Ground Round in Ewing. Food and non-alcoholic beverages provided free. Second event approved was a Night out at the Ballgame/Trenton Thunder Picnic. Date selected was Friday, May 30, 2003. Council is seeking to subsidize the cost of the tickets by approval of the Senate. Funds were believed to be available in the budget. Will work with Communications and Public Relations Council to get information posted on the Senate webpage.
- Staff Development and Recognition Council - Frank Copper will be stepping down from the Council. The council has a sitting chair, entering chair, and then exiting chair. Discussed having a Leadership Workshop for Staff Senators in order to promote participation of Senators within different councils and committees, as well as the development of leadership skills and tools. Suggested the campus staff as a whole be invited to attend a Staff Senate meeting before elections; would need to obtain a bigger facility for holding the meeting. Staff Senate Recognition Awards will be presented at last Staff Senate meeting of the year.
- Facilities Planning Committee – no report

5. Announcements:

Customer Service Committee within the Division of Information Technology and Student Services invited all staff to participate in the "Walk In Place" workout, available twice a week (Tuesdays and Fridays). There are two half-hour sessions available, noon to 12:30, and 12:30 to 1:00. You can select to walk 1, 2 or 3 miles. Please be sure to check with your physician before beginning any exercise program.

Question was raised as to what feedback we had received on the Senate's suggestions in regards to Commencement.

Faculty/Staff Variety Show had a great turnout. President Gitenstein was in attendance and made a \$500.00 donation at the door to the Hannah Fehn Scholarship Fund.

Pictures will be brought to April's meeting.

The CCIC was pleased to announce that the theme for the 2003-2004 academic year is The Arts and Social Responsibility. There will be a meeting on April 2, 2003 at 3:00 p.m., which is open to the campus community.

There was a brief discussion held regarding possible changes in the evaluation process for non-unit staff. It was believed that the timing in this process had changed from last year, which was affecting the ability to complete the process in a timely fashion. It was suggested that the Staff Senate President reach out to Human Resources for more information.