

**TO:** Staff Senate  
**FROM:** Pauline Palko  
**DATE:** July \_\_, 2015  
**SUBJECT:** Minutes of the July 8, 2015 Meeting

~~Attendance: Ms. Tucker, Ms. Cali, Mr. Roginski, Ms. Barnoski, Ms. Driscoll-  
Ms. Johnson, Mr. Murphy, Mr. Sheehan, Ms. Vita.~~

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~~Thomas Coleman.~~

~~ne:~~

~~Mr. Wetherell called the meeting to order at 10:10 am, in the PNC Bank Board Room, Brennan Hall. Ms. Bevacqua offered the opening prayer, Ms. Notarianni volunteered to offer the prayer for the August 12 meeting.~~

~~Attendance was checked, quorum met for voting purposes.~~

~~Mr. Wetherell announced that Ms. Cherra has removed herself from the Senate citing professional schedule conflicts. Kristi Klien, the clerical alternate that had received the most votes during the spring election will fill the vacant seat.~~

~~of June meeting minutes:~~

~~Ms. Tetreault noted an error in the Liaison Report as reported by Mr. Wetherell. Hildebrandt is currently accepting applications for students to attend the learning center at the Quincy Avenue location, not accepting applications for employment at that site as reported in the minutes. Change was noted and Minutes approved with the change.~~

~~**Approval of Agenda:**~~

~~Agenda approved.~~

~~**Liaison Report:**~~

~~The Rehabilitation Center construction is on track for fall opening. Furniture will be moved in at the end of July and offices will move in shortly after. The building will be dedicated in September.~~

~~The Hildebrand Learning Center and Graduate Student Housing construction is moving forward but not as quickly as hoped. Focus now is on licensing and proper paperwork in order.~~



Senators agreed that snacks were not necessary at meetings and preferred that the money be better spent at events.

#### Communications Forum:

The Communications Committee has suggested September 15, 2015 for the fall forum with Dr. Anitra McShea, Vice Provost of Student Formation and Campus Life; and Gerry Zaboski, Vice Provost Enrollment Management/ External Affairs, as speakers. Dr. McShea would be asked to talk about the changes that have taken place in her division, and Mr. Zaboski to talk about the significance of the current class enrollment. How we are going forward with enrollment management going forward.

A senator suggested that Joe Roback, Associate Vice Provost of Admissions, be added to the slate.

Senators also noted that there is a President's Cabinet meeting on the 15<sup>th</sup>, and that Sister Prejean is in town that week, also the dedication for the new Rehab building is later that week.

Mr. Wetherell noted that the proposed speakers had not yet been invited and it depended on their schedules. He suggested that the Communications Committee investigate other possible dates.

#### **Approval of Committee Rosters**

The proposed committee rosters were read and ratified by the senate.

#### **Committee Reports:**

Finance: originally, we thought we were within budget but a couple of last minute expenditures have put us over. We are waiting for the transfer of funds to be processed and then we will be set.

Ms. Hollingshead asked committee chairs to email her with their budget requests for this year, noting to be mindful of the increase in catering costs and how that is likely to impact some committees. Most committees didn't change from past years. If drastic change needed, please provide reasoning for increase.

A senator asked if Senate could put something forward regarding these increases since it impacts not only our events but all events university wide, including the student run events. We have been told we have to use catering, but our decreased budgets can't support these increases.

Mr. Wetherell noted that he will talk to Ted Zayac and Terri Aschenbrenner to determine the actual amount of the increase. We will discuss at a later meeting.

Mr. Wetherell asked if a budget request for next year could be submitted to cover these costs, since costs for our events are predominantly catering.

Election and Membership: Ms. Driscoll-McNulty (chair), was not present.

Staff Development: Ms. Bevacqua reported that the committee will continue to work with Human Resources on moving the "ConneXions" Mentoring Program forward.

Communications: As mentioned earlier, the committee is working on the fall communication symposium.

Social Events & Community: Janine Freeman (last year's chair) has agreed to assist the committee this year as a non-senator volunteer. Committee will meet and set goals within the established model of the past years, combining a fun event with a charitable component.

Recognition and Excellence: Congratulations to Craig Fedoryk the Spirit Award winner for July. Mr. Fedoryk has given up his privilege of the assigned parking space and offered it to be used by an employee who might be in need of a closer space due to a recent injury or illness. If anyone knows of someone who might benefit from this parking space contact Ms. Mecadon or Ms. Notarianni.

Two more bells were purchased after the Recognition Banquet for Senators who had not yet received them: Jason Oakey and Janine Freeman.

**Items from the Floor:**

Mr. Barrett indicated that he would like to meet with Ms. Tetreault to finish the Employee Wellness Partier.aultionedn0(ht)2( 1(ar )-1)10.1(at)2( h30.002 Tu0(m)- )]TJ 0 l(a)]Tkeed t(r)7(ec8(al