

TO: Staff Senate

FROM: Ron Skutnick
Staff Senator

DATE: May 21, 2009

SUBJECT: Minutes from May 20, 2009 Meeting

In attendance: Mr. Murphy, Mr. Kretsch, Ms. Notarianni, Ms. Boock Ms. Watson, Ms. Winslow, Ms. Vaccaro, Ms. Donna Rupp, Ms. Janice Rupp, Mr. Fenwick, Mr. Costello, Mr. Parry, Ms. Day, Ms. McCrea, Ms. Bennett, Ms. Cullen-Brown, Ms. Bealla, Mr. Harris, Mr. Skutnick, Mr. Cawley, Ms. Davis, Ms. Fetsko, Mr. Gaylets, Ms. Gownley, Mr. Hurst, Ms. Knott, Ms. Mascelli, Ms. Scramuzza, Ms. Stavisky.

The meeting began at 10:05 a.m. in the PNC Board Room at Brennan Hall with the opening welcome and prayer given by Mr. Murphy.

1. Mr. Murphy welcomed all the new members of the Staff Senate and thanked all outgoing senators for their work on the Senate. Mr. Murphy reported that Father Pilarz had to ~~reschedule this report and Mr. Murphy meeting due to unavailability~~ seeking nominations for a President Elect and a new Vice President at the next meeting in June. A ballot will be available that will contain space for write in nominations. Mr. Murphy reported on the submission of feedback on our discussion of the web site guidelines document. Mr. Murphy reflected back on the past twelve months of work by the Staff Senate and was pleased with progress and the team spirit displayed by the Senate.
4. Liaison's Report: Ms. Day congratulated all new members of the Staff Senate and thanked all outgoing Senators. Ms. Day reported that the AC continues to work on finalizing the budget for our next fiscal year. She also reported on the Board of Trustee approval to fund the new Unified Sciences Building with the official ground breaking ceremony held on May 14th.
5. Presentation of awards: Mr. Murphy and Ms. Boock presented the St. Francis Xavier Leadership Awards to the chairs of all Staff Senate Committees including Mr. Tim Barrett, Ms. Regina Bennett, Mr. Joe Wetherell, Ms. Meg Cullen-Brown, Ms. Gemma Davis, Mr. Bill Hurst, Ms. Pat Vaccaro and Ms. Sandy Watson. Each was presented with an engraved bell acknowledging their hard work and dedication to the success of each committee.
6. Guest Presentation: Deferred

7. Reports from Committee Chairs: Mr. Murphy circulated a group of signup sheets for each of the Senate Committees asking for volunteers. The signup sheets will be available again at the June Senate meeting.

By-laws Committee: Ms. Cullen-Brown reported on the approval of modifications to Articles I through V of the Staff Senate By-Laws document. Ms. Cullen-Brown also reminded the Senate of our Parliamentary brown bag luncheon meetings. Two of these luncheon meetings have already been held with two more scheduled. Ms. Cullen Brown made a motion to continue the work of the ad-hoc By-Laws committee through the next fiscal year. This motion was seconded by Ms. Watson and voted on with a unanimous approval.

Communication Committee: Ms. Davis reported on the successful meeting with Gerry Zaboski resulting in the approval of access to the email distribution list for all staff. The committee was reminded that the distribution list should only be used when necessary or in the case of an emergency. Ms. Davis thanked the members of the Communication Committee for their work throughout the year.

Alternate Work Week Ad-Hoc Committee: Mr. Hurst reported on the PAIRO office update and approval of the upcoming staff survey on alternate work week initiatives. Ms. Davis made a suggestion to investigate summer building schedules with a focus on identifying opportunities to shut down HVAC and other systems that might result in operational savings. Mr. Murphy agreed to talk further about this suggestion with Mr. Barrett.

Election & Membership Committee: Ms. Bennett thanked all members of this committee for their work throughout the year and then introduced and welcomed all new elected members of the Staff Senate. Newly elected senators include Ms. Lisa Bealla, Mr. Thomas

with volunteer offers and that we should encourage this level of involvement. Ms. Davis suggested that this topic be forwarded to the Communication Committee for further action.

Ms. Watson reminded the Staff Senate members about the upcoming June 1 deadline for Sursum Corda nominations.

Adjournment: Ms. Bennett motioned that the meeting be adjourned and Ms. Vaccaro seconded the motion. The meeting adjourned at 11:40.