

TO: Staff Senate

FROM: Catherine Schneider
Staff Senate Secretary

DATE: February 12, 2013

SUBJECT: Minutes of January 9, 2013 Meeting

In attendance: Ms. Eagen, Ms. Fetsko, Ms. Hayes, Ms. Lang, Ms. Palko, Ms. Schneider, Ms. Scramuzza, Ms. Barnoski, Ms. Clause, Ms. Edwards, Mr. Fiorini, Mr. Gaylets, Mr. Pace, Mr. Sakowski, Mr. Smoke, Ms. Cullen-Brown, Ms. Egan, Mr. Franceschelli, Ms. Hynosky, Ms. Kennedy, Ms. Rozelle, Mr. Wetherell,

Not in attendance: Ms. Bealla, Ms. Rafter, Mr. Harris, Mr. Hurst, Ms. Bevacqua, Ms. Cummings, Ms. Freeman, Mr. Murphy, Ms. Stamford, Mr. Wimmer, Ms. Day

Guests: Mr. Paul Porter, Mr. Brian Griguts and Ms. Peggy Mannion

1. Welcome:

Ms. Cullen-Brown called the meeting to order at 2:30 p.m. in the

Executive Committee Meeting –

Ms. Stamford has decided to step down from her Professional Staff Senate seat. Ms. Cummings will take her place and Ms. Cummings alternate seat will be filled by the next runner up from the Professional staff election results.

The Executive Committee discussed an issue of attendance at monthly Staff Senate meetings. Ms. Cullen-Brown explained the attendance policy as outlined in the Staff Senate By-laws and the process for addressing same. Ms. Cullen-Brown expressed concern that Senators are elected to represent their constituency groups and repeated absence does not serve their constituency groups or the Senate.

Discussion: The Senators discussed whether the meeting time change from 10:00-11:30 to 2:30-4:00 is affecting attendance. Does the meeting time conflict with departmental meetings? The issue remains open for discussion and the Senate is considering the change for the next fiscal year. The issue needs to be decided before the end of the year for scheduling purposes.

Sursum Corda Awards –

3 names were submitted for consideration through the Staff Senate. Ms. Day expressed concern to Ms. Cullen-Brown that there were no MTTP or Clerical nominees put forth.

Discussion: Several Senators mentioned that it was unclear that they were supposed to nominate through the Senate, and thought they were encouraged to nominate independently. There was lengthy discussion regarding the nomination process. Several Senators expressed concern that the process is very complex, requires a great deal of personal information about the candidate and is somewhat intimidating, which may be a reason that there isn't more participation. Ms. Cullen-Brown is going to relay our concerns to Ms. Day.

Roundtable Policies/Procedures –

Ms. Cullen-Brown reviewed the policies and procedures. All Roundtable groups need to follow the policies and procedures, and abiding by all timelines, with regard to Roundtable forums.

Ms. Cullen-Brown reiterated that the Roundtable summaries need to be submitted to her by January 17th. The summary should include what occurred at the meetings, participation, topics covered, topics that needed follow-up and how these items were followed up on.

6. Roundtable Breakout Sessions – Constituency groups met to discuss details regarding their next Roundtable forums.

7. Committee Reports:

By-laws Committee – Nothing to report.

Communications Committee – As a result of a meeting of the Communications Committee with Public Relations, the committee will no longer use the 'double S' design on the newsletter masthead. There is a meeting scheduled with PR regarding development of a Staff Senate logo.

Election & Membership Committee – Tuesday, April 2 is scheduled for the Staff Senate Meet and Greet following the Staff Senate Election.

Finance Committee – We are still within our budget limits. Mr. Wetherell reiterated that the committees sheowingr buld2cf a s ides it2(at)10(M)-3exe CoshElec(asth)mElecate(a)12(f Se(r t)-2nete)-xt Elecyc ea

8. Open Items from the floor.

Ms. Cullen-Brown raised the issue of how the Senate is respond to inquiries raised by our constituency groups. After discussion regarding a particular inquiry, the Senate established that issues raised should be brought before the full Senate for discussion as to whether or not these are issues that the Senate has the time/resources to pursue.

Mr. Murphy put forth a motion to adjourn. Ms. Barnoski seconded the motion. The meeting was adjourned at 4:00 p.m.