

To: Staff Senate  
From: Cindy Tokash  
Date: February 21, 2018  
Subject: Minutes from the February 21, 2018 Staff Senate Meeting

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Erica Armstrong, Lori Flynn, Kristi Klien, Jenn Kretsch, Janice Mecadon, Bryn Schofield, Cynthia Tokash, Ryan Puksta, Kevin Rude, Pete Sakowski, Kyle Thomas, Rebekah Bernard, Julie Brackeva-



- They are building strategic partnerships with different groups and schools in those countries.
- One specifically mentioned is the Beijing International Education Institute and there will be a University of Scranton office in Shanghai.

There will be a person working as a recruiter for the university there.

That person will be coming here for orientation and to learn more about Scranton.

- u working with alumni heavily for networking.

Cabinet has been working on a balanced 18-19 budget for approval at the Board meeting, March 2<sup>nd</sup>.

- Ms. Tetreault is hopeful that if we have a strong class, we can reinstate some things that have been cut or minimized, including funding for the Staff Compensation Plan.

Supervisor manager training was rolled out in January, through HR and the Office of Equity and Diversity, they trained close to 70 of our supervisors and managers, including the leadership team from Facilities.

- There is a make-up session next week.

- They are 2 ½ hour sessions covering:

Harassment and discrimination,  
responding to it.

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Timecards

Paid time off

Alternate work schedule

- An email message was sent out asking those who attend in January to attend in February and there will be another training in March.

- Mr. Sakowski asked if there can be a session for those who aspire to a supervisor or manager position.

Whatever is presented to current supervisors along with the skills required for the position?

Mr. Murphy attended the meeting and stated that it was a great meeting for improving community communications.

Ms. Tetreault and Ms. McCartney are attending the Facilities meeting today to cover, in more depth, leaves of absence.

Ms. Driscoll McNulty stated it might be good for the Staff Development committee to do, possibly in the fall

- U 'u ... 'U 'U # ... that.
- Ms. Tetreault has used hers twice in the last two weeks and they have not asked for verification, but did in January.

Mr. Murphy stated we should make an effort to improve communications with Cabinet and



- Mr. Sakowski stated there was a question raised asking if, within the supervisor training



- o Mr. Sakowski liked the idea of naming the End-of-the-Year-Awards-Luncheon after Meg but has concerns about future funding.
- o Ms. Bernard felt one thing being named for Meg would be more meaningful.
- o Ms. Driscoll McNulty liked naming the Staff Spirit Award for Meg for longevity.
  - @ monthly
  - additional cost associated with it, and it would add recognition to it.
  - We could put a Bio about Meg on the website with the list of Spirit Award winners and add it to the End-of-the-Year-Awards-Luncheon program.
  - We can give an update after a motion and approval from senate on naming the Spirit Award for Meg.
  - We will make the transition in June.
  - We can add it to the Newsletter after the election.

Motion was made to adjourn the meeting and seconded at 11:49AM.