

To: Staff Senate  
From: Zoë Rothrock  
Date: October 2, 2018  
Subject: Minutes from the September 18, 2018 Staff Senate Meeting

---

**In Attendance:** Erica Armstrong, Peggy Doolittle, Bryn Schofield, Andrea Malia, Rose Striefsky, John Harris, Kevin Roginski, Kevin Rude, Lynn Andres, Rebekah Bernard, Amy Driscoll McNulty, Renee Giovagnoli, Margaret Hambrose, Margaret Hynosky, Rose Ann Jubinski, Jonathan Kirby, Bernie Krzan, Mark Murphy, Crystal Ondrick, Zoë Rothrock, Richard Walsh, Patricia Tetreault (liaison)

**Not In Attendance:** Kristi Klien, Jenn Kretsch, Barry Eiden, Christopher Harris, Dale Martin, William Pilger, Ryan Puksta, Kyle Thomas, Michael Tuffy, Gina Butler, Elizabeth Geeza

**Welcome:** Amy Driscoll McNulty called the meeting to order at 10:05 AM, in the Pearn Auditorium, Brennan Hall 228. Meg Hambrose offered the opening prayer. Kevin Roginski will offer the opening prayer at the October. Attendance was checked, quorum was met.

#### **Review of minutes**

Minutes were approved with no changes.

#### **Review of Agenda:**

Agend. nupro to talk expected

he will be an advocate for faculty as well as other  
the importance of the University Planning Committee and  
attention of Staff Senate.

the inauguration of Fr. Pilarz, the Board of Trustees Meeting  
er 20, 2018. The president's cabinet have been planning  
ding an update from Middle States. The draft for the  
availability in mid October. The chair of the visiting team  
will also visit in November to provide preliminary  
eived a sneak peak of the standards, and Ms. Tetreault is  
opportunities.

sity staff are now in place and have finalized the working  
nning initiative. There will be more information to follow

The Annual Report System – There are updates being applied as the previous system is considered antiquated. Kathryn Yerkes and members of the Division of Information Technology are working together for further refinement of the system and to implement a new dynamic style. Additionally, the new system will feed both budget and assessment data. Ms. Yerkes will form a pilot group from within a couple of departments. The annual budget cycle will start in late October, or early November.

Staff Salary Increase – Ms. Tetreault reports that more information is forthcoming within the next couple of weeks.

The New Division of Student Life – Fr. Pilarz announced that Robert Davis will head the newly created Division of Student Life. The newly formed division encompasses student formation, campus life, athletics, dining, and the bookstore. Anita McShea and Lauren Rivera will still hold

Staff Senate October Meeting – Due to the proposed agenda of the October Staff Senate meeting, Ms. Driscoll McNulty requests that committees and their respective chairs send their updates to Ms. Driscoll McNulty and Ms. Rothrock a week prior to the meeting. The information received from the committees will be incorporated into the meeting's agenda.

**Previous Business:**

MTTP Senator/Alternate – Barry San Martin has joined the Staff

committee announced the revival of the Connections program. Ms. Andres reported that she met with Human Resources to discuss details of the program. Ms. Schofield offered that the revival of Connections may prove difficult if the previous format is adopted. Ms. Driscoll McNulty suggested implementing a "buddy" type system where a new employee is matched with a veteran within their department. Further updates will follow. Ms. Driscoll McNulty concluded that on October 9, 2018 from 9:00 AM to 4:30 PM there will be a free First Aid/CPR/AED training class. If you would like to participate, please contact [healthandsafety@scranton.edu](mailto:healthandsafety@scranton.edu).

Staff Recognition & Excellence Awards – Ms. Doolittle reported that the committee is receiving a great response to this month's Meg Cullen Brown Magis award. Nominations are due on September 26, 2018.

Ad Hoc Committee, Timeshare – Nothing to report.

By Laws (ad hoc) – Ms. Bernard reported that the website has been updated. She continued that there were some consistency issues between documents. The committee will meet on that topic in short order.

Assessment – Nothing to report. M