

TO: Staff Senate

FROM: Catherine Murphy (notes Ms. Gownley, Mr. Skutnick, and Mr. Murphy)  
Senate Secretary

DATE: February 2, 2009

SUBJECT: January 14, 2009 Staff Senate Meeting Minutes  
Brennan Hall – Board Room  
10:00 am – 11:30 am

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In Attendance: Mr. Barrett, Ms. Bennett, Ms. Boock, Mr. Cawley, Mr. Costello, Ms. Cullen-Brown, Ms. Fetsko, Ms. Gownley, Mr. Grigorescu, Mr. Harris, Mr. Hurst, Ms. Knott, Mr. Krall, Mr. Kretsch, Mr. Murphy, Ms. Notarianni, Mr. Owens, Mr. Parry, Ms. D. Rupp, Ms. J. Rupp, Mr. Skutnick, Ms. Stavisky, Ms. Vaccaro, Ms. Watson, and Ms. Winslow, and Ms. Day.

1. Welcome:

Introduction, Mr. Murphy welcomed and wished everyone a Happy New Year. He suggested that in future years we may want to skip the January meeting due to shortness of work time between the December and January meeting.

Mr. Murphy asked Joyce Knott to open the meeting with an opening prayer.

2. Review of December 17, 2008 meeting minutes:

Ms. Bennett made a motion to accept minutes it was second by Ms. Cullen-Brown. The minutes were approved as presented.

3. Report from the Senate President:

Mr. Murphy reminded senators of their roles as ambassadors for the Senate and that we need to make sure our directors and supervisors are aware of Staff Senate activities.

4. Report from Liaison:

Ms. Day reported that she is working on budgets and expects to have the Senate's final budget in February.

5. Reports from Committee Chairs:

Staff Development Committee: Mr. Hurst reported that the committee finished compiling questions for the Staff Development Survey. Mr.

Hurst asked if the Senate should review the survey before it is sent to PAIRO. Mr. Murphy said that the Senate should review the survey.

Ms. Day felt the AC and president should be informed about the survey before it is sent out.

There was a suggestion that the survey be posted to the web page. Ms. Day cautioned that the Website is not confidential and we need to be mindful of what we post on the site. Angel is an internal site and would be a better place to post the survey. Ms. Day noted that she does not have access to the Angel web site. Mr. Murphy explained we should develop a policy on how to handle campus-wide communications. He said that if this survey needs to be done before the next meeting the executive committee and Ms. Day can make the decision. Mr. Hurst said that it can wait until the next meeting.

It was suggested that committees should include this type of information in their committee reports. This will give the Senate an opportunity to review the information at the Senate meeting. Ms. Day, as our liaison, will inform the AC and President, on Senate business as she sees appropriate. A motion for approval of the procedure will be made at the next senate meeting.

Social Events & Community Building Committee: Ms. Vaccaro will report at the next meeting.

Staff Recognition & Excellence Awards Committee:  
Sandy Watson said they are continuing their research on the awards.

By-Laws Committee: Mr. Wetherell was unable to attend. Ms. Cullen-Brown explained that the revised By-Laws have been posted since the last Staff Senate meeting and the By-Laws Committee would like a vote on the changes. Questions of term starting dates and timing of officer elections also need to be discussed. This was deferred to be discussed under new business.

Alternate Work Schedules Ad Hoc Committee: Mr. Barrett reported the committee met to complete their survey. Ms. Day agreed that a draft survey should be distributed to the Senate for review at the February meeting. Senators should avoid discussing survey information outside of the senate until Ms. Day can relay the Senate activity to the President and AC so that we avoid any misunderstandings. Mr. Murphy stated that many topics the Senate maybe involved with should include the administration since they may be able to assist and give us direction.

Communications Committee: Ms. Cullen-Brown gave the report.

Election & Membership Committee: Ms. Bennett said the committee is waiting for changes in the By-Laws to be completed before setting up the

It was also decided that outgoing senators will not be allowed to vote and the newly elected