

TO: Staff Senate

FROM: Catherine Murphy

Hurst, Ms. Hyhosky, Ms. McCrea, Ms. Murphy, Mr. Murphy, Mr.
pp, Mr. Schofield, Ms. Scramuzza, Mr. Skutnick, Ms. Stavisky, Ms. Vaccaro, Mr.

Wetherell, and Ms. Winslow.

Guest:

After his presentation Father asked if there were any questions. The questions that were asked and Father's answers are below:

Is the cost of the Science Building part of the capital campaign?

- Some of the costs will be covered by the campaign but there are other sources that are also covering the cost of this project.

I see commercials for other local colleges on TV but I don't see any for the University. Why don't we advertise locally?

- We do not advertise in this market because we are already well known. We advertise heavily in Philadelphia, Long Island etc.

Where do you see the University in 10 years?

- Completion of the science building will

There was a lengthy discussion on the Open Forum. Mr. Skutnick said we need better organization and concept on the open forum. Mr. Skutnick said that we don't want the open forum to be compared to the "Speak Out Sessions" that were held in the past.

Ms. Davis said that a motion was passed last year that the Senate would host an open forum in the fall and spring. She expressed concern that staff will not get sufficient notice of the forum. Mr. Murphy said the he was sure that the two committees working on this and with the help of the Executive Committee the planning and advertising of the event will be taken care of.

Ms. Vaccaro said that she is sure that the two committees can handle this and that she didn't think that they would need the help of the Executive Committee. She said that the committees will work on preparing topics for the forum. She stressed that it is important that we put a positive spin on it.

Mr. Barrett asked who will be at the forum to answer the questions that are raised by the staff. Ms. Winslow said that there will not be anyone there to answer questions that the idea of the forum is to give staff the opportunity to voice concerns and we will direct the questions to the right person/department. She said that we need to continue to work on developing a process to get feedback to the staff.

Mr. Wetherell suggested that staff should be given the opportunity to write down their questions/concerns. He also said that tying the forum to the breakfast was a good idea since the breakfast is something positive.

Elections and Membership Committee:

Mr. Cawley reported that Ms. Mascelli, Ms. Fetsko, Ms. Hynosky and Mr. Grigorescu will represent the Staff Senate by serving on the Board of Trustees subcommittees.

Social Events and Community Building Committee:

Ms. Vaccaro expressed her disappointment at the turnout for the retreat held yesterday at the CRC. She reported that the retreat was informative and thanked Dr. Whittaker and Fr. Devino for their participation.

She reported that she will be meeting with Mr. Skutnick next week to continue working on plans for the December 15th breakfast.

Mr. Murphy thanked Ms. Vaccaro and Ms. Winslow for the work that they put into planning the retreat.

By Laws Committee:

Ms. Cullen Brown distributed the latest version of the By Laws. She reminded committee chairs to send her their committee's charges and mission statements. She explained that once they are complete and with Senate approval they will become part of the By Laws. She reported that the committee is beginning to review Article VII.

Alternate Work Week Committee:

Mr. Barrett reported that the response to the Alternate Work Week survey was 56 57%. He said that PAIRO is analyzing at the data and will be sending a report.

6. New Business:

Speakers Policy:

Mr. Murphy explained that last year Fr. Pilarz asked the Faculty Senate to write a speakers policy. The UGC has asked us to review the policy that the Faculty Senate has approved and send a report to the UGC by December 1st. Mr. Murphy asked everyone to review the policy and send comments to Ms. Murphy. He said that this will be on our next meeting's agenda.

Ms. Cullen Brown suggested that in the last sentence it says and send to the Faculty Senate be changed to send to the three senates.

Parking:

The Status of Women Committee has expressed the following concerns about the Grove parking lot:

- o Two flights of steps may be difficult for some of the staff
- o Safety – homeless people are often in the area
- o Trains often block the access road as well as the stairs
- o Concerned that questions are not being addressed

Mr. Murphy reported that a letter will be sent out shortly. He said that:

- o Three phones have been installed
- o Lighting level has been increased
- o Pine trees will be cut down to improve the view of the lot
- o Surveillance cameras will be installed

Ms. Winslow reported that she will be holding a meeting on safety and members of the committee will be taking a look first hand

members

