

To: Staff Senate
From: Cindy Tokash
Date: September 22, 2017
Subject: Minutes from the September 20, 2017 Staff Senate Meeting

Lori Flynn, Janice Mecadon, Bryn Schofield, Cynthia Tokash, Stephen Hallock, Dale Martin, Kevin Roginski, Kyle Thomas, Stephanie Adamec, Rebekah Bernard, Julie Brackeva-Phillips, Gina Butler, Amy Driscoll McNulty, Renee Giovagnoli, Lucia Grissinger, Meg Hambrose, Marg Hynosky, Bernie Krzan, Gerry Loveless, Mark Murphy, Mary Ellen Pichiarello, and Richard Walsh

Patricia Tetreault (liaison)

Erica Armstrong, Lisa Bealla, Kelli Cali, Kristi Klien, Chris Harris, William Pilger, Ryan Puksta, Kevin Rude, Pete Sakowski, Justin Tambeau, and PJ Worsnick

Rev. Herbert Keller, S.J., Lori Nidoh, and Eileen Notarianni

Mr. Murphy called the meeting to order at 10:04AM, inkN2 r13,G13,G13,G13,G13,G13,G13,G13,G13,G13,G13,G

It truly is a self-study, the Middle States committee doesn't come in and say here is what you should be doing or here are the goals that you need to live up to. But, rather, Middle States looks at our Mission Statement, our goals, and basically asks "How well are you doing this?".

It is also for accreditation.

Fr. Keller is happy that the leaders of that project have decided to use the Examen, St Ignatius of Loyola, as the framework for that process.

- St. Ignatius encourages use of that very simple prayer at the end of one's day; where you think of the ways that you have seen God's presence during the day or maybe situations where you have failed to see him. Basically, to think about that and to ask God to help us do better tomorrow.
- For an institution to do that, it's kind of the same thing on a larger scale.

It really asks us to evaluate our work against who we say we are.

The visit will take place during the next academic year.

Mission Priority Examen

Work on the review began during the last academic year and will continue, culminating in a visit to campus this academic year by a group of our peers from other Jesuit institutions.

The goal here is to look at how we do living out the Jesuit Catholic Mission of the university.

Fr. Keller thinks that the study will reveal that we have lots to celebrate in this area, because he thinks we do that pretty well across the board. As an institution, that's something we should be really proud of.

Fr. Keller will do whatever he can to move that along and make it successful.

Fr. Pat Rodgers and Ryan Sheehan are spearheading that and doing a wonderful job along with committees of folks throughout the university.

Provost Search Committee

This is a huge position for any university, one of the most important jobs on campus.

That committee has made progress, they started meeting in early July.

They created a profile, did the advertising, they have applications coming in, and they have two forums next week for faculty, staff, students to share ideas at this point.

The timeline that was approved by the committee calls for the final candidate to be selected and an offer to be extended in December, hopefully accepted and set an appointment in early 2018.

There will be forums with the finalist candidates who will come to campus and we will have the opportunity to interact with them.

Fr. Pilarz will be directly engaged in the search, he will participate in the finalist interview process.

Smooth transition for Fr. Pilarz

Fr. Keller wants to do everything possible to make sure Fr. Pilarz feels comfortable and prepared when he takes over on July 1st.

Fr. Keller states that they talk regularly.

Fr. Keller consults with him on any decision that would affect things after this year.

Fr. Pilarz was invited to join the Board this year and that will allow him to be aware of all of the issues under the consideration of the Board.

Fr. Pilarz will be making several visits to campus in addition to the Board meetings.

Key institutional efforts

Implementation of the Strategic Plan

Comprehensive Resource Review

Furthering our advancement efforts

Monitoring our fiscal health

Management of our enrollment

Supporting our efforts in the area of student formation

Support the work of faculty and staff by being as present as possible

Support our students by being as present as possible on campus at their events, masses, productions, and athletic contests

Given the fact that Fr. Keller was not present for the first three years of our current seniors experience here at the university, he does not want the first time he meets them to be when he is handing them their diplomas.

- o Student Government is trying to create some opportunities during the course of the school year where Fr. Keller could meet with groups of seniors.

- A reference was made to one of the funds having some type of business interactions related to genocide in China.
- HR was able to get ahold of the document and see what the issue was.
- The issue was not related to the money market fund, but other funds.
- Our retirement plan advisor explained that an employee benefit plan has certain responsibilities to their participants called fiduciary responsibilities.
- Responsibilities include reviewing investments for performance and cost and ensuring that they are putting forth to their participants a solid package, something that will provide them good returns, but not cost them a lot of money.
- Some of the funds follow indexes, these index funds follow the 500 list of stocks or that type of thing and they try to mirror them.
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The workshop has been tentatively set for Tuesday, December 12th in Brennan 228.

The committee will be deciding between two topics, Personal Resiliency and Improving Communication.

The By-laws committee had nothing to report.

Ms. Pichiarello on behalf of the Staff Recognition & Excellence Awards Committee reported that the September Staff Spirit Award winner was Louise Ceccacci, Facilities Operations.

The announcement was re-sent due to some staff not receiving the original email.

The committee is still accepting nominations for the October Staff Senate Spirit Award.

The committee will be meeting to discuss the President's Awards.

Mr. Murphy will invite Mr. Wetherell to our next meeting to give us an update on the Timeshare Policy.

Mr. Murphy will check with Ms. Mascelli regarding the survey results from Wellness Day on the Wellness Attendance Policy and if a policy is needed.

At the end of the meeting the Round table constituencies should get together to make sure they have dates set for their Fall Round Tables.

We will get an update on the Timeshare Policy at next month's meeting.

Ms. Tetreault gave an update on the Dress Code Policy.

Ms. Tetreault gave an update on the Smoking Policy.

Open forum dates for the Provost Search are set for Monday, September 25th from 4:30-5:30pm in the Pearn Auditorium/Brennan 228 & Tuesday, September 26th from 11:30am-12:30pm in Moskovitz Theater/DeNaples 401.

The IT Town Hall scheduled for Tuesday, September 26th has been cancelled because it was scheduled at the same time as the Provost Search Open Forum.

Everyone who registered will receive an email from Ms. Brackeva-Phillips that the IT Town Hall has been cancelled because they don't want anyone to have to choose between the two events.