### TO: Staff Senate

### FROM: Amy Driscoll McNulty, Staff Senate President

### DATE: March 11, 2020

### SUBJECT: March 18, 2020 Staff Senate Meeting Agenda

### Welcome

* Opening Prayer – Rebekah Bernard
* Volunteer for Next Month’s Prayer
* Quorum Check (14 Senators – 4 from each group)

### Review/Motion to Accept Previous Month’s Minutes

Review and motion will be conducted during the April meeting.

### Review/Motion to Accept Agenda

### Guest (s) – Kate Yerkes, Asst. Provost, Planning and Institutional Effectiveness

Tabled until further notice.

### Liaison Report – Patti Tetreault

### President’s Report

* University Planning Committee

The UPC has been focused on the Strategic Plan. The overarching goals have been approved by the Board of Trustees. Future work will focus on developing objectives under those goals.

* University Governance Council

The March UGC meeting was canceled. The following update was shared electronically from the Provost.

We are making good progress on our two current major agenda items: Shared governance document and the Non-Discrimination and Anti-Harassment policy.

Shared Governance: The President’s Cabinet has reviewed the current draft, and we are finalizing some edits that we would like to suggest. I reviewed those edits today with Ahmed Gomaa and we agreed that he should discuss them with his faculty subcommittee before we bring them back to UGC. We expect that staff and students may choose to do the same. We will send out the edited document to the UGC for your review next week.

Non-Discrimination and Anti-Harassment policy: the policy draft endorsed by the UGC has been shared with Cabinet. Student Life requested an additional review of the policy to ensure that is aligned with the Student Handbook. They have made some edits and we need to finalize one larger decision before we bring it back to UGC. We will have the policy ready for you at our April 3 UGC meeting.

* Board of Trustees Meeting

The Board met on 2/21/2020. The meeting began with a presentation on the high school business scholars. The President offered a report on current campus activities. The bulk of the meeting was devoted to presenting the Strategic Plan goals to the Board members, answering questions and affirming those goals. The next Board meeting is scheduled for May 8th.

### Previous Business

* Shared Governance Definition – Separate attachments are from the faculty senate.

We can discuss in more detail at an upcoming meeting.

* Graduate Tuition Remission – No update
* Aramark Survey – Meetings are scheduled but may have to be adjusted.

I will be exploring a possibility of a Zoom meeting with Bobby Davis and the Ex. Committee in place of the face-to-face meeting we had scheduled for April 6th. At this time, he is still scheduled to attend the full Senate meeting on April 15th.

* Staff Handbook – Grievance & Corrective Action Policies – No update
* Remembrance – University Flag – Tabled until April meeting
* Essential Personnel - Snow Days

### New Business

* Staff Senate Orientation – Chapman Lake – All Day June 17th

The Executive Committee began initial planning for the day. They will review the previous year’s agenda to determine if a similar format can be used. Fr. Rogers and Jeff Gingerich will be invited to speak in the morning regarding mission integration and the Strategic Plan.

### Standing Committee Reports

* Communications – Elizabeth Geeza and Marg Hynosky

The Spring Communications Symposium is set for Thursday, May 14 from 11:30 a.m. to 12:50 p.m. in Brennan Hall’s Rose Room. This semester’s event will focus on the University’s budget and strategic plan, with Ed Steinmetz, Senior Vice President for Finance & Administration; Jeff Gingerich, Provost and Senior Vice President for Academic Affairs; and Kate Yerkes, Assistant Provost for Planning and Institutional Effectiveness presenting. More details to come.

* Elections and Membership – Kristi Klien and Bryn Schofield

Senate officers are evaluating the possibility of conducting a special, virtual motion to postpone the election process until after April 14th.

* Finance – Rebekah Bernard

The budget is in a good place as we enter the final months of the semester.

* Social Events & Community Building – Lynn Andres and Ryan Sheehan

The Staff Senate Meet and Greet will certainly have to be canceled. However, we could discuss a virtual meeting. We could consider using the Zoom platform. Senate nominees could introduce themselves, say a few words, etc.

* Staff Development-Co-Chairs – Renee Giovagnoli and Meg Hambrose

On behalf of the staff development committee, we have no new information to report, except that our spring event in place of the BBQ, which we were collaborating on with the Jesuit Center, is on hold until we see how our spring calendar is effected by the coronavirus crisis.

* Staff Recognition & Excellence Awards –Patrick Mullarkey

The Staff Recognition & Excellence Award committee met and continued our planning and preparation for the End of Year Celebration & Awards Ceremony.  The luncheon is planned for May 19, 2020 and will remain on the calendar until further notice.  We need assistance from the Staff Senate with two items.  We need assistance with putting together a list of the Staff Senate accomplishments for 2019-2020.  We also are asking that anyone with photos from events held by Staff Senate for 2019-2020, please share them with us.  Please send an email to [staffsenaterecognition@scranton.edu](mailto:staffsenaterecognition@scranton.edu) with responses to either calls for action.

### Ad Hoc Committees

* By-Laws
* Time Donation
* Assessment

### Roundtable Breakout Sessions – Tabled until further notice.

### Items from the Floor

### The Provost's Council on Diversity and Inclusion is planning to implement a Higher Education Data Sharing Consortium survey in the coming weeks. The specific survey we're using is designed to get an understanding of how people are feeling on campus regarding diversity and equity. The Council plans to promote the survey digitally over the next few weeks. Please take a few minutes to complete this survey.

### Motion to Adjourn