

The Communications  
Committee Presents...

Staff  
Senate

Spotlight

Volume 2, Issue 2

March 2012

## Roundtable Events Scheduled by Margaret Hynosky

Part of the Staff Senate's mission is "to provide a forum for open communication and ongoing dialogue among staff...to promote the growth and welfare of its staff employees...and [to promote] a positive and supportive work environment." The Roundtable will allow your Staff Senate representatives an opportunity to have a dialogue with you about anything that is on your mind regarding your work at the University. This is your opportunity to talk freely about what is working, what isn't and how we can all have a happier, more productive work life here at the University of Scranton.

Please be assured that we will maintain your confidentiality, although the topics and themes will be reported after the event on the Staff Senate website. The Roundtables will be a peer-to-peer dialogue.

### **Clerical Constituency Roundtable**

The Clerical Constituency Roundtable is scheduled for Monday, March 12th, 9:00-10:30am in WML, Room 305. Please email topics and/or questions for consideration for the agenda by Monday, February 27th to Kym Fetsko at [kym.fetsko@scranton.edu](mailto:kym.fetsko@scranton.edu).

### **Professional Constituency Roundtable**

The Professional Constituency Roundtable is scheduled for Tuesday, March 13th, 9:00-10:00am in the PNC Bank Board Room, 5th Floor Brennan Hall. Light refreshments will be served. Please RSVP by sending an email to [annemarie.stamford@scranton.edu](mailto:annemarie.stamford@scranton.edu) with the subject line: "Roundtable." Also, please include any topics or areas that you would like to cover in the discussion.

### **Maintenance, Trades, Technical & Public Safety Roundtable**

The Maintenance, Trades, Technical & Public Safety Roundtable is scheduled for Thursday March 8th, 2:30 - 3:30pm in BRN 228. Please RSVP by sending an email to [peter.sakowski@scranton.edu](mailto:peter.sakowski@scranton.edu) by noon on March 6th and include any topics or questions for the agenda.

## Staff Senate Elections by Kym Fetsko

Mark your calendars—the 2012 Election dates are set! This year's election will begin on Tuesday, April 3<sup>rd</sup> and run through midnight, Tuesday, April 10<sup>th</sup>. A *Meet the Candidates Luncheon* will kick off the election from 11:30am to 1:00pm in the DeNaples Ballroom where employees will have a chance to meet the candidates for their constituencies. A *Coffee with the Candidates* event is also scheduled for later that afternoon from 4-5pm in the Ballroom to accommodate the diversity of schedules throughout campus. Computers will be available onsite to cast your votes, should you chose to do so.

We will begin accepting nominations from now until Tuesday, March 20<sup>th</sup>. Nominees may be either full or part-time staff members who have been employed by the University for at least two consecutive years as of April 15<sup>th</sup>, 2012. A paper nomination form will be mailed to each employee, or electronic nominations (which are recommended) may be emailed to [kym.fetsko@scranton.edu](mailto:kym.fetsko@scranton.edu).

**UPCOMING MEETINGS: March 21, April 18 & May 16**

Upcoming Events

## Tuition Benefits for Employees, their Spouses and Children

By Margaret Hynosky

Please remember that all University tuition benefit candidates who plan to enroll for six or more undergraduate credits in the Fall '12 and/or Spring '13 semesters must file a Free Application for Federal Student Aid (FAFSA) prior to May 1, 2012. The FAFSA may be completed on line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

If, in the past, it has been determined that a student is not eligible to receive state or federal aid, a short Filing Exemption Form can be filed instead of the FAFSA. This Exemption Form may be obtained from the Financial Aid Office and must be submitted for review by the Financial Aid Office prior to April 1, 2012.

In addition to the FAFSA or exemption form, a University Tuition Benefit Form must be completed on-line at <http://my.scranton.edu>. Enter your Username and Password to login and then click on the following: Employee Tab, Self Service Line, Employee Menu Tab, Benefits and Deduction line, Remission Application.

The on-line form will only need to be completed once per academic year. *The academic year is defined as Fall through Summer.* This electronic form will also ensure the proper award of tuition remission. Electronic processes will then be run to ensure all your documents have been received. You will receive email communication if any documents are missing.

**Please note** that the tuition remission benefit will not be applied to a student's account until all required financial aid forms are officially filed, including any verification forms requested by the Financial Aid Office or the PHEAA State Grant Program. If all applicable financial aid forms are not completed in a timely manner, the actual amount of state and/or federal grants that the student would have been eligible for will be deducted from the University's tuition remission benefit. As a result, the student or parent will be responsible for paying the portion of the financial aid package that was forfeited. Also, please note that tuition remission cannot be used for foreign exchange and study abroad programs.

Please direct any questions on the completion of the FAFSA and/or Filing Exemption Form to the University's Financial Aid Office (941-7700).

December is a wonderful month for our campus community to come together as one group sharing a prayer, a meal, good conversation, some laughs and a charitable purpose. Together our campus community collected donations of gifts and money that were given to families in our area.

The word "community" is derived from the [Latin \*communitas\*](#), meaning with/together and gift, a broad term for fellowship. How else could we describe our Staff Holiday Breakfast held on December 20<sup>th</sup>? We all came together with the intent to share a meal, bring our gifts, donations and resources to help fill the needs of people in our community.

Our fellowship translated into over 100 toys collected, two boxes of coats, hats, scarves and gloves, and \$492 which was donated to the Community Outreach Adopt an Angel program. But, it didn't stop there. Over 100 family, staff, faculty and students came together on Christmas morning to help meet the needs of the community. More than 425 people were served a hot breakfast and a smile. Some came alone; others came with their families, but all left, including us, knowing that someone cared. For those that attended just to come in out of the cold and thought of that day as just another day, hopefully they went away with a little warmth inside, not just a coat to keep them warm. Hopefully, the day was more than just another day.

Thanks to all in our community for their generosity and support of programs that help us reach out to the rest of the community.

## Holiday Community

### Event

Margaret Hynosky &  
Tammi Cherra,  
Co-chairs

## Interview with the Incoming President of the Staff Senate, Meg Cullen-Brown by Anne Marie Stamford

**Anne Marie Stamford:** Meg, how long have you been at The University of Scranton?

**Meg Cullen-Brown:** Seven years...wow...it's been that long.

**AMS:** Tell me about your time here.

**MCB:** I started as Assistant Dean in Dexter Hanley College, which was the school for adult and non-traditional students. Then, when DHC merged with the Graduate School, I became Assistant Dean of Student Services and Advising for the College of Graduate and Continuing Education. I work with an extremely diverse population of students, all the way from High School scholars through to senior citizens who are auditing courses, plus 800 on-ground graduate students. This is what's interesting and exciting about this job. I get a perspective on needs of all of these diverse groups of students, from all walks of life.

**AMS:** I'm surprised at the numbers of on-ground (as opposed to on-line) graduate students.

**MCB:** Yes, the numbers have grown. That's probably something that people don't generally know. Of course, the down economy is a big factor, because people typically go back to school in tough economic times. But also, our Dean, Dr. Jeff Welsh, focuses so much energy on the graduate students, plus the admissions area has done a lot to boost the numbers.

**AMS:** So, now you're going to be the new President of the Staff Senate. How long have you been serving on the Senate?

**MCB:** Literally since the beginning. The Senate was reconstituted in 2008. I first served as an alternate and became a full senator the next year.

**AMS:** What projects have you worked on?

**MCB:** We began working on the by-law, along with Mark Murphy and Karl Kretsch, which actually took a couple of years and is on-going, because we have a dynamic senate and the by-laws have to continually address the changes. The by-laws are important, also, because we want to follow protocols that are in line with other University bodies.

**AMS:** What do you see as the Staff Senate's role in the governance system?

**MCB:** I'm very excited about working with the new President, Father Quinn, to help shape the role of the Senate in the future. I see us taking an active participatory role in shaping policy and I believe that Fr. Quinn will look to us to provide input on important issues. Staff have a unique perspective at the University. The work of the Senate has been important in helping all members of the University understand the work of the staff. It is also our job as Staff Senators to make the University better and understand what it means to work for a Jesuit university and convey the understanding of the Ignatian mission to our constituents.

**AMS:** What are the biggest challenges facing you as President?

**MCB:** Of course, I want to continue the good work that Mark Murphy has started, and I want to broaden the wider University's understanding of what our role is. It's important that we identify areas of concern, not just employee needs, but the primary issues facing the University. I think that's what we have been doing. Fr. Quinn will help us define the expectations for the Staff Senate, but ultimately, we want this to be a positive place to work. Kudos to Mark Murphy for helping to develop the University's understanding of the Staff Senate, and to the senators themselves for their ability to understand the issues and communicate them effectively.



# Wellness Day

**REGISTER BY MARCH 5TH**  
Wednesday, March 14, 2012  
8:30am - 4:30pm

- Get started earning your Wellness incentives of up to \$150 per year
- Free health screenings: bone density, blood pressure, cholesterol & glucose
- Online health assessments & a chance to win an iPad2
- Workshops on health, fitness, stress & much more

## Senator Spotlight By Jason Wimmer and Ron Skutnick

Mark Murphy has been the President of the Staff Senate since its inception in 2008 and has been instrumental in getting the Staff Senate to the position it is today. Mark possesses an overwhelming amount of patience and that has helped him grow with and alongside the senate during his tenure.

Mark leads by example; he is passionate about his role and the greater good that the Senate offers to the University community. Over the last four years, he has led the senate within the guides of Jesuit principles. Always guided by *cura personalis* (care for the entire person), Mark is gracious, extending his thanks to senate members and praising them for the work they do. He took that one step further when he once made personalized holiday ornaments for each senator. He is committed to excellence and empowers senators, encouraging them to think outside the box. His leadership has been instrumental in the development of the senate over the past four years.

Mark has truly helped lay the foundation for the staff senate and is one of the reasons for its success. Although he will no longer be the President, we hope that he won't venture too far away. Knowing Mark, he will always be there to lend a helping hand. Thank you, Mark, for all that you have done and will continue to do for the Staff Senate and The University of Scranton.



## President's Report by Mark Murphy

Wow, four years already! Truthfully, five years if I add in the year spent on the planning committee that focused on the viability of a Staff Senate. The Staff Senate has accomplished a great deal in four years. To review the projects, please go to the staff senate website, [www.scranton.edu/staffsenate](http://www.scranton.edu/staffsenate) and click around for a little while.

The Staff Senate is comprised of thirty-three senators and alternates equally representing the different employee categories. These thirty-three senators and four alternates are intelligent, creative, talented, experienced, loving and caring individuals. Past and present senators have given voice to the following original initiatives: Alternate Work Schedule Policy, Concise List of Staff Development Opportunities, Staff Resource Project, Saint Xavier Leadership Awards, Performance Appraisals training, Employee Constituency Roundtable events, service project ideas, and more. Each project began with a singular senator or staff member raising an idea. Without the Staff Senate, these ideas would not have an organized forum to be discussed and brought to fruition. The Staff Senate projects have one common thread: improving the University of Scranton.

As President for the past four years, I would like to take credit for these original ideas that have been developed into valuable projects, but I cannot. I will take credit for asking for volunteers to help get things done, reminding senators of the purpose and to not overextend themselves, having patience, listening, striving to instill fairness in the Senate, talking too much, making a decision here or there that might not be popular, and understanding the path is usually not the easy one.

Every month, I seem to have another reason to take another look at the Purpose in the Staff Senate Constitution. As president of a relatively new governance body on campus, I try to be very careful that we are staying the course as to our approved purpose. Regularly I check to see if an event, a topic, a response, or a project is within that purpose. I have found this regular check keeps the Senate heading in the right direction. As staff members, it is important that you are cognizant of the Staff Senate, its purpose, and its activities. For over 100 years in the history of the University of Scranton, there was no governmental body that represented only staff members. The Staff Senate is as much an opportunity as it is a responsibility for staff members to be more involved in our University of Scranton. As the famous talent parable tells us, "Don't waste your talents." Come invest them in the University.