

The College of New Jersey Staff Senate
October 17, 2007
Minutes

Present: Nita Ball, Sharon Bancroft, Jim Boatwright, Brunelle Tellis, Barbara Clark, Ann DeGennaro, Kevin Ewell, Larry Gage, Megan Guicheteau, Dionne Hallback, Jim Heisler, Beverly Kalinowski, Megan Krause, Amy Loprinzi, Magda Manetas, Tony Marchetti, Matt Middleton, Jason Neely, Colleen Perry, Arlene Radonsky, Paula Rainey, Nino Scarpati, Jason Schweitzer, Sean Stallings, Andrew Stutzman

Excused: Rebecca Breese, Rebecca Daley, Lynette Harris, Janice Vermeychuck, Matt Winkel, Terri Yamiolkowski

- I. Approval of Minutes
September 19, 2007 minutes were approved, with following revisions: Section III.a. Mary Ann Peterson (School of Education); Section III.d. Dr. Beth DeRicco (Higher Education Center)
- II. President's Report
Nino will create and send a letter encouraging support for participation in Staff Senate, to our supervisors. Please let him know if you would prefer that this not be sent.
- III. Old Business
 - a. New Staff Senator Orientation was conducted, coordinated by Beverly Kalinowski and the Staff Development and Recognition Council. Our thanks to Susan Albertine, who presented on the governance system. Magda will email her section of the orientation program (dealing with expectations of senators) to the membership.
 - b. Staff Senate Listserve – please let Sharon Bancroft know if you have not been receiving messages via the listserv
 - c. Senate Council Membership – all senators have been placed on a council (see handout). Please let Nino know if this needs to be corrected or adjusted.
 - d. Governance Committees and Councils – all senators have been placed on a governance committee or council (see handout). Nino will inform Nancy Freudenthal of these placements, so they can be communicated to committee and council chairs. Please take notes at these meetings and be prepared to report to the Staff Senate.
 - e. Senate Vacancies – Matt Middleton and the Elections and Constitution Council (ECC) has begun the process of confirming vacancies. They will manage an appointment and/or election process to fill the vacancies. Senators should contact colleagues to encourage them to join the Staff Senate.
 - f. Budget Open Forum Report and Cabinet Response – Nino sent these documents to the Senate. Please read and send comments to Nino. He will thank the Cabinet for their response.
 - g. Status of Institutional Searches – We are in communication with the two finalists for the Chief of Campus Police position. Tom Mahoney was selected as General Counsel and will begin his work at the College by the end of November.

- h. Commission for the Prevention of Alcohol Abuse – The commission is still gathering information. Their final report is due to the Interim Provost and Vice President for Student Affairs by December 1, 2007.

IV. New Business

- a. Revised Fall Meeting Schedule – The November 21st Staff Senate meeting is canceled as it is the day before Thanksgiving.
- b. Joint Governance Reception – Scheduled for January 30, 2008 at 4:30 p.m. in the 1855 Dining Room.
- c. Joint Governance Meeting – will take place in November. Nino will report on it at December meeting. Executive Boards of three governance organizations will attend.
- d. Institutional Initiatives – Dr. Gitenstein’s presentation on our institutional initiatives will be held on October 31st. Please try to attend this presentation, which will be held in the library auditorium.

V. Announcements

- a. Initial Contact Advocacy Network (ICAN) is in the process of recruiting additional advocates. ICAN members are available to assist students dealing with issues of sexual assault, domestic violence or stalking. Larry distributed information and noted that the nomination form is online. Please consider nominating yourself or someone else for this important role at the college. Selected individuals will participate in training in January.
- b. 2006 Campus Security Report – Published annually, per Clery statute, the 2006 report notes a drop in reported sexual assaults. The Office of Anti-Violence Initiatives is concerned about this, as it is highly unlikely as a result of a drop in actual assaults. The Sexual Assault Task Force is investigating this and continuing its efforts to educate and support students.

Reports – Senate Councils

- a. Elections and Constitution Council – Focused on confirming membership and filling vacancies.
- b. Special Events and Community Building Council – This council is seeking new members and leadership.
- c. Communication and Public Relations Council – Reviewing the Staff Senate website to edit/add/improve and collaborating with ECC to diversify our membership.
- d. Staff Development and Recognition Council - Planned and implemented Senate Orientation program. Hopes to collaborate with Human Resources on professional development opportunities and recognition programs, as there is significant support for greater effort in these areas.

Reports – Governance Committees and Councils

- a. Steering – Larry reported: Dr. Koch is the co-chair; committee is forwarding issues related to campus discipline processes; student travel policy; requirements to “walk” in graduation; campus scheduling process.
- b. CAP – Colleen Perry has been added to this committee.

- c. CSCC – Dr. Lynn Bradley is chair. Addressing campus posting issue; student travel policy (which was submitted over a year ago to Steering but did not progress to institutionalization and will now be revisited; campus disciplinary processes.
- d. CPP – Focused to greater degree than previously on planning and priorities; addressing institutional initiatives.
- e. Other – please send any information from other committees and/or councils to Magda to incorporate. Nino will attempt to keep December meeting agenda briefer so as to allow for more governance reports to be shared.