

The College of New Jersey Staff Senate
Minutes
September 19, 2007

Attendance

Present: N. Ball, S. Bancroft, J. Boatwright, R. Breese, B. Clark, A. DeGennaro, K. Ewell, L. Gage, M. Guicheteau, D. Hallback, L. Harris, B. Kalinowski, M. Krause, A. Loprinzi, M. Manetas, T. Marchetti, C. McLeod, M. Middleton, R. Muse, J. Nazario, J. Neely, C. Perry, J. Popowski, A. Radonsky, P. Rainey, N. Scarpati, J. Schweitzer, S. Stallings, J. Vermeychuk, T. Yamiolkowski; *Excused:* Janis Blayne-Paul, Matt Winkel; *Absent:* Rebecca Daley, Terry Harker, Jim Lopez, Andrew Stutzman

- I. Approval of Minutes
Minutes for April 4, 2007 meeting will be sent by email and will be approved at next meeting.

- II. President's Report
 - a. Welcome and Introductions
 - b. Provost Search – We have been invited to provide input via an Executive Board meeting with search consultant Tobie Van der Vorn on 9/26/07. Please email Nino or Magda with suggestions for the position profile or for the meeting with Ms. Van der Vorn.
 - c. Letter of Support – Nino will create and send a letter of support to the supervisors of Staff Senate members, should you wish. Please let him know by 9/26/07 if you do not wish this letter sent to your supervisor.

- III. Old Business
 - a. Helen Shaw Award – thanks to an outstanding committee, chaired by Jason Neely, the following recipients of the 2007 Helen K. Shaw Award for Staff Excellence were recently acknowledged: Norma Brown (School of Nursing); Diane Gibson (School of Education); Diane Minger (School of Culture and Society); and Mary Ann Peterson ()
 - b. Impact of Staff Senate Sponsored Open Forum on Budget – Nino distributed a copy of the letter sent to Barbara Wineberg, documenting the concerns and suggestions raised in the open forum held on 5/23/07. Nino also distributed a copy of the response we received, via Barbara Wineberg, which included responses to these items, addressed by the appropriate cabinet officer. The Staff Senate agreed that the response was thorough and detailed and reflects a serious vetting of the concerns and suggestions made by the Senate.
 - c. Campus Police Chief Search Status – Brunelle Tellis, Staff Senate representative to the search committee, reported on the status of the search. Two of the five finalists invited for campus interviews in August were asked to return to campus this week, to meet with Interim Provost Beth Paul and students from the Student Government Association. Our understanding is that a final recommendation will be forwarded by VP Curt Heuring to the president at the conclusion of these interviews.
 - d. Alcohol Commission – Magda Manetas reported on the status of the commission's work. The commission began meeting in January, 2007 and conducted campus interviews with stakeholders and focused personnel through the spring. Over the summer, Chair Mark Woodford conducted a literature review and solicited the services of Dr. Beth DeRicco, of the _____, a nationally recognized figure in the subject of substance abuse prevention. The commission submitted their preliminary

report to VP Jim Norfleet and Interim Provost Beth Paul by May 1, 2007, as charged, and is now working on the final report, due in December, 2007.

IV. New Business

- a. The next meeting of the Staff Senate will be on 10/17/07. The November meeting will be rescheduled. The December meeting will be held on 12/19/07.
- b. Nino is updating the Staff Senate listserv. If you know of someone who was left off the listserv inadvertently, please let Nino know at scarpati@tcnj.edu.
- c. New Senator Orientation – Nino reviewed Associate Senator status (full member, no formal vote, excellent way to become involved without full range of responsibilities) and, by vote of acclimation, a motion to hold an orientation program for all new Senate members was approved. The orientation program will be held during the first half-hour of the October 17th Senate meeting.
- d. Senate Membership Status – Nino solicited information regarding the current assignments of returning senators. Senators are placed on Staff Senate Internal Councils and Governance Committees and Councils (which include both Program and Planning Councils).

We have a number of personnel needs to fill:

- We need to elect or appoint five new senators, to fill vacancies left by senators who are in a new role or who have resigned.
- We need to place new senators into both internal councils and governance committees/councils.
- We need to place returning senators into internal councils or governance committees/councils if they are not currently placed in them.

Internal Council Membership

Community and Public Relations: Sharon Bancroft (chair)/Tony Marchetti/Janice Vermeychuk/Jane O'Brien (1 vacancy)

Staff Development and Recognition: Beverly Kalinowski (chair)/Ann DeGennaro/Arlene Radonsky/Sean Stallings (1 Vacancy)

Governance Committee/Council Membership

Standing Committees:

Steering -

Committee on Academic Programs – Jim Boatwright

Committee for Planning and Priorities – Nino Scarpati

Committee for Student and Campus Community – Magda Manetas, Ann DeGennaro

Planning and Program Councils:

Advising and Student Support Planning – Jim Boatwright/Lynette Harris

Diversity and Human Relations – No rep.

Enrollment – No rep.

External Affairs – No rep.

Facilities and Construction – Arlene Radonsky

Finance and Budget – Janice Vermeychuk

Information Technology – Tony Marchetti/Jason Schweitzer

Graduate Programs – Nita Ball

Honors and Scholars – No rep.

International Education – Beverly Kalinowski

Liberal Learning – No rep.

Teacher Education – Kevin Ewell
Athletics Advisory – No rep.

Other/Non-Governance Appointments

Traffic Appeals Board – Matt Winkel, Sharon Bancroft
Campus Police Chief Search – Brunelle Tellis

Any senator not assigned to either an internal council and/or governance committee or council should email Nino or Magda with their preference. Although there are single vacancies on the other two internal councils, please note that there is a critical need to fill the Election and Constitution Council and Special Events and Community Building Council. Please note if you are willing to serve as the chair of the council.

V. Reports

Internal council and governance committee and council reports will be announced in the next Staff Senate meeting, once they have begun meeting.