

TO: Staff Senate
FROM: Catherine Schneider, Staff Senate Secretary
DATE: September 11, 2013
SUBJECT: Minutes of August 11, 2013 Meeting

In attendance:

Not in attendance: Ms. Cullen-Brown, Ms. Schneider, Ms. Butler, Ms. Diane Lang, Ms. Day

Guests: Mr. Frank Cardamone, Mr. Steven Hallock, Mr. Tom Coleman.

1. Welcome:

- Mr. Wetherell called the meeting to order at 10:00 a.m. in the PNC Bank Board Room, Brennan Hall. He stated he is conducting the meeting in the absence of Ms. Cullen-Brown
- Ms. Rozelle offered the opening prayer
- Ms. Rozelle volunteered to

- Ms. Day was unable to attend this meeting. On her behalf, Mr. Wetherell noted several items.
- There has been no cabinet meeting since the last Staff Senate meeting. At the next cabinet meeting, the Alternate Work Schedule is expected to move from a pilot program to an established program.
- The Royal Read program for students has a few upcoming events related to the book chosen this year, "Almost Home". The authors, Kevin Ryan and Tina Kelly, are affiliated with Covenant House, an organization that serves the needs of homeless teenagers. Staff members are encouraged to attend either the September 19, 2013 session for students or the September 21, 2013 brown bag lunch session for staff. Lastly, there will be a bus trip to Covenant House in NYC on November 16, 2013
- Joe Wetherell asked the Communications Committee to coordinate with Rebecca

circulating the Employee Resource Document, continued work on a staff mentoring program, a Fall program on Ergonomics and a Spring program with The Jesuit Center

- Ms. Palko asked about the location of the Employee Resource Document stating that it is no longer accessible from the my.scranton portal

7. Roundtable Break-out Sessions (20 minutes):

Constituency groups met to discuss upcoming programs, responsibilities, and advertising

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- Mr. Wetherell stated a staff member asked if supervisors could be rated as part of the annual performance appraisal process. Some discussion took place including Ms. Bevacqua's statement that a 360 degree evaluation process on supervisors was done in the past; Mr. Oakey's statement that some departments, such as OIT, have already implemented the opportunity for staff to provide feedback on their supervisors; and Mr. Barrett's statement that there is a comments section for this on the new performance appraisal form. Staff Senate will ask Ms. Day, Vice President for Human Resources about her thoughts on this issue.
- Mr. Fiorini asked about the possibility of having more staff senators who serve as alternates. He stated with only two MMTP constituency group alternates it is difficult to find someone to serve as an alternate if he or one of his fellow senators cannot be in attendance. It was stated that this is a bylaws issue that the Staff Senate can explore further. This will be discussed at executive committee.
- Mr. Oakey suggested that if we do have guest speakers for Staff Senate that they be separate from the time allotted for the plenary Staff Senate meetings. Ms. Bevacqua