

Thursday, July 29th, 2004

Support Staff Senate Assembly

Media Room, LRC 160

Marywood University

Executive Council/Committee Members in Attendance:

Sister Mary Reap, I.H.M., President of Marywood University

Linda Johnson, Chair of Support Staff

Rima Anescavage, Vice Chair of Support Staff

Marie Ryan, Treasurer

Mary Roche, Secretary

Jerry Hart, Security Representative

Tina Shuker, Social & Hospitality Committee

Executive Council/Committee Members Not in Attendance:

Tim Clauss, Maintenance/Grounds Representative

Members of Support Staff.

I. Call to Order/Quorum

The meeting was called to order by Linda Johnson, Chair. Linda stated we have a quorum. Minutes from the last meeting will be approved at the next meeting; they were not yet posted on the web for everyone to review.

The executive council was asked to introduce themselves, since we have new members.

Linda introduced Sr. Mary Reap, President of the University, to address the support staff.

II. Sister Mary Reap spoke on the following:

University Budget

Sister Mary gave a thorough explanation of the entire budget process for the year. The projected amount of revenue is 59 million dollars for the year. Of this 59 million, 47 million comes from tuition & fees; auxiliary enterprises such as the dorm and dining services is the next big revenue producer; the expected amount being 7 million. Most of this 7 million comes from the dorms, which is why we want our dorms to be filled to the max. This shows us that approx. 54 million of our entire 59 million comes from our students. At the present time, we can accommodate 700 to 702 students in the dorms. Because we do not have men and women on the same floor, our dorms cannot be filled 100%, due to the fact that we have more women than men. At the present time, we do not have any rooms open for women in the dorms; we are at full capacity. The IHM Congregation is building a new retirement home for the Sisters. The IHM Congregation has offered to sell the Marian Convent to the University. By the Fall of 2006, the Marian Convent should be ready to use as space for Marywood University students to dorm. The Marian Convent will provide us with many more rooms. The Marian Convent first needs to be remodeled. We will still be in a crunch for dorm space for

the 2005-2006 academic year. The remaining amount of revenue for the University comes from Endowment.

An approximation of the expenditures are as follows: 15 million goes to financial aid for tuition benefits; 25 million goes to salaries; benefits are 7.5 million; over 8.3 million for supplies and expenses; 1.4 million for utilities. That leaves about one million left for everything else. We pay towards our debt with what ever is left over. The University brings in enough money but most of it goes out fast. The University has to ask questions like "How do we become efficient?" We have to come up with more cost saving measures. A large portion of Marywood's expenses are technology. Sister Mary said she feels it is good for all Marywood University employees to understand the budget. In September the audit review board report will arrive. Sister Mary said she would be happy to address the Support Staff assembly again regarding the budget.

Sister Mary asked if anyone had any questions. An employee of the Fricchione Day Care employee asked about the trees that are marked near the Fricchione Day Care Center and if they will be cut down. Sister Mary confirmed that these trees need to be cut down. This is due to the new Athletic Center and because the Fricchione Day Care Center gets lots of money from grants, 50 parking spaces needed to be replaced due to zoning. Sister Mary reassured everyone that only out of necessity will trees be cut down. Another employee thanked Sister Mary for the decision to close the University for the week during Christmas and New Years.

Sister Mary confirmed that Orientation 2004 was a great success due the hard work of all the Marywood University employees and for this Sister Mary gave a special "thank-you".

III. Support Staff Clambake/Picnic

Mary Roche, the former Chair of the Social & Hospitality Committee gave a summation for the June 27th Support Staff Clambake at McDonnell's Grove, Carbondale, PA. The picnic/clambake was considered a success. There were 80 people that attended; the food was excellent. The weather a great and everyone seemed to thoroughly enjoy themselves. The DJ added an extra special touch to the day's activities. People played softball, volleyball and horseshoes. The cost was \$19.00 per person, \$10.00 for children 7 to 12 and ages 6 and under for free. The Clambake was open to all Marywood University employees. The members of the Support Staff Hospitality Committee were the following:

Mary Roche, Lori Pawelski, Tina Shuker, Linda Johnson, Rima Anescavage, Jean Yeselavage, Christine Zwick, Jill Lynott, Barbara Castanzo, Cheryl Kosydar and Linda Dzieciol. The Hospitality Committee raised \$400.00 from the 50/50 raffles to go towards the cost of the picnic/clambake.

We plan on having another clambake next year; hopefully more people will sign up every year. The Hospitality Committee, with Tina Shuker as Chair will discuss any changes, if any (to improve upon the first picnic) such as date & location.

III. Review/Update of Policies

1. Dining Services - The fact that Dining Services employees are no longer employed by Marywood University; they are employees of Chartwells as of July 1st, was noted. Because of this change, Dining Services employees will no longer have representation in the Support Staff Senate. Sr. Joan Ciraula brought up a suggestion that the Chartwells employees may have a liason person to meet with our Support Staff but because they are no longer Marywood

University employees, they cannot be represented. It was decided we would invite someone from Chartwells to speak at the General Assembly to let us know what they intend on doing.

2. Part-time Employees - The question of the rights and privileges of part-time employees came up. Part-time employees are going to be recognized with a pin for their years of service.

A. Internal Committees

1. Concerns - Debbie Muchal: No concerns have been received in a while; please fill out forms and get them to the committee, if you have concerns.

V. Closing

Meeting adjourned at 11:20 AM.