

Thursday, October 11, 2007
Support Staff Senate Assembly
Media Room, LRC 160
Marywood University

Executive Council/Committee Members in Attendance:

Linda Dzieciol, Chair of Support Staff
Marlene Lapinski, Vice Chair
Patricia Purcell, Representative for Secretarial/Clerical
Art Frank, Representative for Maintenance/Grounds
Cheryl Kosydar, Representative for Housekeeping
Michael Pasqualicchio, Representative for Security

Special presentation: Jeannine Luby, “Laugh to Live”
“Beautiful Baskets” raffle sold and displayed in lobby of Media Center

I. Call to Order

The meeting was called to order by Linda Dzieciol, Chair. Linda greeted and welcomed staff to a new year. Marlene Lapinski offered the Opening Prayer. Sister Anne Munley addressed the audience by sharing her unending gratitude and support for the Support Staff Senate. She encouraged to “keep going” with our efforts and to stay active.

Linda then proceeded to introduce the new Executive Council:

Linda Dzieciol, Chair of Support Staff
Marlene Lapinski, Vice Chair
Patricia Purcell, Representative for Secretarial/Clerical
Artie Frank, Representative for Maintenance/Grounds
Cheryl Kosydar, Representative for Housekeeping
Michael Pasqualicchio, Representative for Security

II. Reports from Sub-Committees:

- **Bylaw Committee** – Jean Yeselavage, Chair
A vote to include “Description of Duties” of Executive Council members into the Bylaws was taken and passed. Jean will contact Sister Dolores Filicko with these changes.
- **Concerns Committee** – Patty Durkan, Chair
 - **Housekeeping as Essential Personnel** – Suggestions were made to request “rotating” or “volunteer” shifts in the event of bad weather. This system was tried in the past and proved ineffective. Housekeeping Services staff were informed of “essential” responsibilities in the winter of 2005.

- **State of Emergency** declaration – Regardless of Governors’ declaration of State of Emergency, Essential Personnel response is strictly up to the discretion of Human Resources management.
 - **Community Service Days** – Suggestions were discussed to explore what other universities do as “community service.” Since our core values stress “service to the community,” the Executive Council will continue to further investigate how, and to what organizations our Community Service hours will best serve, and are acceptable through Human Resources.
 - **Early Retirement** – The concern regarding a one time only Early Retirement deal for support staff, similar to what was offered to faculty, continues to be investigated and discussed.
 - **Better Communications** – Secretaries in several buildings will now print out electronic communications and post them where housekeeping, grounds, and those without access to computers can now be informed. It is also proposed that a “new employee mentoring system” be established to advise/mentor new employees on work related issues. Further discussion with Human Resources regarding this matter is pending.
- **Hospitality Committee** – Dana Grinzi, Chair
Marywood Community will be surveyed as to whether a clambake OR Knoebel’s is of better interest for the end of the year employee / family picnic (final report to be presented at spring General Assembly meeting). Hospitality committee continues to run successful fundraisers to including: Beautiful Baskets, Nut Roll sale (all proceeds donated to The Lighthouse of Scranton), candy sales, and 50/50 “Last Friday” raffle. Employee bus trips include Dec. 8, 2007 to NYC and June 7, 2008, to Atlantic City.

III. **Website Update:**

The Support Staff Senate webpage is now in the process of being updated. Everyone was asked to check it out at <http://www.marywood.edu/supportstaff/>. We are grateful to Charlotte Woodward and Sr. Kathleen Burns for their expertise in helping to set it up and to Bev Mizanty for her creativity in design and for volunteering to maintain it. Their efforts are truly appreciated!

IV. **Presentation by Jeannine Luby** – 30 minute fun presentation called “Laugh to Live” improvisational exercises to improve communications.

Meeting adjourned with Linda inviting everyone to participate in the activities surrounding Sister Anne Munley’s inauguration on Friday 10/18/07. This is a historic event for Marywood University. Support Staff Chair, Linda Dzieciol, will speak on behalf of the Support Staff at the inauguration ceremony.

Next General Assembly Meeting scheduled for: **Wednesday, April 30, 2008 at 10:00am in the Multi-Purpose Room, Nazareth Hall.**