

Minutes from Support Staff General Assembly - November 3, 2008

Time: 10:00 AM Latour Room, Nazareth Student Center

Executive Committee Present: Artie Frank, Linda Dzieciol, Kelly Jones, and Jill Lynott

Executive Committee Absent: Gerry Hart, Marlene Lapinski

Items	Discussion/Conclusions
Visioning Prayer	Meeting began with Visioning Prayer lead by Cheryl Kosydar and read by Sherry Frable, Joseph Hajos, Melanie Mohila and Jeanne Gerlach
Visioning Report	Visioning report was given by Sr. Anne Munley
Support Staff General Assembly	
Introduction of New Council	Linda Introduced the new members of the Executive Council and representatives. On the Executive Council, the new Security Rep is Gerry Hart and the new Housekeeping Rep is Kelly Jones. The new Rep to the University Budget Committee is: Patty Durkan.
Treasury Report: Linda Dzieciol	A balance of \$1,831.18 is in the account. The Expense Report from Fiscal has not yet been received. Once we receive it, a detailed report will be available for review. Informed Senate to either call or e-mail Linda Dzieciol at X6203 for the figures.
Updates from Sub-Committees/University Committee Meetings	
Elections Committee	We are in need of a Chair + Members for the Election Committee. It is important to have this committee in place ASAP since elections will be held in Spring 2009 including election of: Support Staff Senate Chair and Vice Chair, Executive Committee Maintenance and Group Rep, One S.S. Reps to the Benefits Committee, One S.S. Reps to the Budget Committee, One S.S. Reps to the Policy Committee.

Items	Discussion/Conclusions
Parking committee	Linda brought up the new traffic pattern that went into effect by the Mellow Center. It was a slow go at first but seems to be working out fine now. Linda also brought up the issue of parking in the small Nazareth Parking Lot. It seems that some students still insist on parking in that area and Security is doing an excellent job of patrolling and issuing tickets to offenders. This parking situation is being closely monitored and proposals for new ways of handling parking will be discussed at the upcoming Parking Committee Meeting.
Employee health and safety committee	Linda acknowledged the installation of new side walks on campus, particularly the one leading from the small Nazareth Parking Lot to the Arch on Adams Avenue; the automatic door at LAC; and the new lights on campus. Sister Anne stated that the amount invested in this work was approximately \$212,000.
Hospitality Committee	
Knoebels	Dana said that once again this outing was successful. The attendance was over 200.
Beautiful Basket Fundraiser	This is our number 1 fundraiser and it is currently underway. Drawing will be held in November. Baskets will be on display at various locations across campus. Tickets are 5 for a dollar.
Winery Bus Trip	The wine trip is put on the back burner.
Bake sale	Delivery for the bake sale orders will be on the Tuesday before Thanksgiving. The location is TBA.
50/50 Fundraisers	50/50 tickets were sold at the SS Staff meeting and winners were announced.

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NYC Trip - Dec 13th	Two buses have been reserved for a NYC trip scheduled for Saturday, December 13th. While traditionally, this trip was made on December 8th, it was determined that it was better to hold it on a Saturday during the holiday season. Cost per reservation is \$30. Will leave at 8:00AM and depart at 8:00PM
Concerns Committee	
Physical Plant staff and mandatory overtime	A concern of working mandatory overtime was brought up. Pat Durkan spoke with Wendy and a 10 day to 2 week notice will be given prior to mandatory overtime. Sister agreed indicating that the facilities must be upkept at all times and by planning ahead, issues should be improved.
Request for Lunch Room area for LAC staff	The kitchen area in the basement of Regina Hall, accessible by using the elevator by the switchboard was immediately brought up and it was agreed by everyone at the meeting including Sister that this would be a good area. It includes a complete kitchen, tables/chairs, benches, tv, sofa and pool table. It is used by students, but usually one in the morning and not around lunch time. It was also mentioned that Joe Garvey had suggested an area in the Liguori section of Regina Hall, but Sister said that that area is being used for other purposes.
Employment at will- Patricia Dunleavy	It was brought to our attention that on application forms and in our personnel handbook, we have "employment at will" which is of concern to some staff members. Pat Durkan checked with Pat Dunleavy who said that employment at will is Pennsylvania State law and actually benefits both the employer and employee. Pat Dunleavy spoke at the meeting to help clarify this issue.
Adjournment	Drawing was held for two winners of \$10 Gift Certificates to the Bistro. Meeting adjourned at 10:30am.