

King's College Staff Council Minutes

Thursday May 19th, 2016

The King's College Staff Council Meeting met in the Friedman Room 117 on May 19th, 2016. Donna Cerza called the meeting to order at 9:06 am. Members in attendance included:

Donna Cerza	Jared Menghini	Sophia Holbrook
Melissa Czock	Tammy Singer	Fr. Looney
Valerie Musto	Lynda Brezna	Cheryl Nardone
Veronica Giamusso		

MOTION TO ACCEPT THE APRIL 22nd MINUTES:

Approved by

Valerie Musto and Jared Menghini

Items of Discussion

1. Old Business

a. Last "Meet and Greet"

- The First "Meet and Greet" had a good turnout. Some employees said that it was a good idea and that they were pleased that each department talked a little about what they did. They learned a little about each department. The food cost 90 dollars, we divided the water, punch and cookies between the two spots.

The last "Meet and Greet" for this semester is May 25th with Security and Facilities. The Social/Service Committee will send another email. With summer hours we will adjust the time to 2-4pm. King's Today will have a blurb about the Meet and Greet with a blurb about each department. The Social/Service Committee will be contacting departments about creating a master schedule of Meet and Greets and departments. Since the Kingsminster is August 10th, we will wait till September 14 for the Meet and Greets to begin again.

b. River Fest

- Jessica Haczewski was a guest at this meeting to talk about the River Fest and Dragon Boat races. She and Dr. Garrett Barr are on the River Front Parks Committee. King's College placed first in the Dragon Boat race last year beating Wilkes University. The races will be July 24th with a training session on July 23 with 21 people needed for the boat. The boat coasts 2,000 but she got them down to 1,000 for a sponsorship. Freddy Pettit would give half the monies if another sponsor was found. Discussion ensued. Proposal made by Donna, Staff Council will contribute 500 dollars to the King's College Dragon boat race 2015. Seconded by Melissa Czock. All in favor, no abstentions.

c. Budget

- Donna requested a hospitality budget that monies are added to each July 1st. Also asked for a 2500.00 budget next year. Current monies are 900 dollars with the two Meet and Greet bills subtracted. The award plaques are 50 dollars each; this year we are giving two. The budget should be around 800 dollars.

d. Town Hall Meeting

- The last Town Hall Meeting for this academic year is May 24th at 10am. The officers will meet with the facilities night shift at 4pm to present the Town Hall meeting to them. The Staff Council Leadership Award will be presented this year to two well deserving staff members. The committees will give updates and the budget will be presented.

e. Elections

- According to the by-laws Jared runs the elections. The incumbents whose term is ending will run the elections in their division. The open positions are:
 - IITS = 1 vacancy ; incumbent Sam Falbo
 - Enrollment Management = 1 vacancy; incumbents Jared Menghini and Donna Cerza
 - Academic Affairs = 2 vacancies ; incumbents Melissa Czock and Val Musto
 - Student Affairs = 1 vacancy ; incumbents Bob McGonigle and JP Andrejko

f. Staff Council Leadership Award

- The Professional Development Committee crafted the Staff Council Leadership award criteria. They voted on eligible employees. Their top choices were presented to Staff Council Executive Committee for a final vote. The criteria is:
 - Purpose
 - a. The Staff Council Leadership Award was instituted to recognize the positive contributions that members of the College staff have made to the institution. Eligible recipients are those who have served on the King's College Staff Council since its inception in 2013 and have served for a term of at least one year. Previous recipients of the Award are not eligible.
 - Nomination Process
 - Nominations should be submitted to the Staff Council Professional Development Committee by Thursday, April 1st, 2015. Any member serving one year of service to staff council can be nominated. To participate in the nomination process, please submit a brief statement of support for the staff member whom you deem deserving of the Award. Also, include answers to the following two questions:
 1. How has this staff member contributed to the mission of the College?

2. In what ways has this staff member demonstrated leadership?
3. What other factors, or accomplishments, can be listed to further this staff member's consideration for the Award?

- Review Process and Criteria
 - a. Nominations will be viewed and voted upon by the Professional Development Committee and voted on by Staff Council Executive Committee.

g. Council Photo

- Valerie Musto and Melissa Czock will take the photos. We would like to get a photo of the Council, officers and committee members

Meeting was adjourned at 10:02 am by Donna Cerza, seconded by Jared Menghini.

Next Meeting is June 2, 2016 at 9:00 am in Friedman Room 117.