

King's College Staff Council Minutes

November 2, 2016

The King's College Staff Council Meeting met in the Cortigila Conference Room on November 2, 2016. Jared Menghini called the meeting to order at 9:05 am. Members in attendance included:

Jared Menghini	Frank Carrozza	Melissa Czock
Sophia Holbrook	Beth Ann Kolodgie	Kelly Lettieri
Bob McGonigle	Mimi Murphy	Cheryl Nardone
Tammy Singer	Veronica Giamusso	Fr. Looney

MOTION TO ACCEPT THE September 21nd MINUTES:

Approved by

Melissa Czock and Cheryl Nardone. All in favor, no opposed, no absentions.

Items of Discussion

1. Old Business
 - a. Meeting with Mary Wood. Jared and Kelly are waiting to hear response from Mary for meeting request in regards to catering cost, tax with cash, and employee King's cash discount.
 - b. Town Hall Meeting Feedback. Kelly suggested moving the Meet and Greet Times to 2:30pm – 4:30pm to accommodate those working second shift. All were in favor. The Town Hall was well received and well attended. Suggestion was to make it an open forum.
2. New Business
 - a. All employee's raises were received.
 - b. Performance Evaluations
 - i. Human Resource Department needs a full cycle to be completed in order to evaluate the new performance evaluations.
 - ii. A joint e-mail from staff council and Human Resources should be sent to all employees explaining about how the evaluation process will be evaluated.
 - c. Participation and Dedication to Staff Council
 - d. Toys for Tots
 - i. If anyone would like to donate a toy they can bring it to the Admission Annual Christmas Party.

- ii. Looking into seeing if this would conflict with any other organizations on campus
- e. Meeting with Security regarding ticketing for students in faculty / staff parking lots. This item will be tabled for discussion at a later time. Bob will ask security what lots are open and available to students on the weekends.
- f. Open position within Staff Council
 - i. Lynn Brezna resigned.
 - ii. Sophie will send e-mail for nominations.
- g. Committee updates
 - i. Social Committee. Next meet and greet will be held with Campus Activities, Residence Life and Dining Services on November 16th. Office of Admissions will host their meet and greet at their annual Christmas Party in December.
 - ii. Professional Development Committee. The “Community Building and Sharpened Communications” program was well received. Over 40 people attended the program. They are going to plan another event which will be held in the spring semester.
 - iii. Fiscal Committee. They are working on setting up a fundraising event.
 - iv. Compensation & Benefits Committee. John Loyack is looking into fitness program partnership with the YMCA.
- h. Division Updates
 - i. Sick Bank for Employees who are out of work for extended periods. It was discussed that King’s does have Short and Long Term Disability for those who are out of work for a long period of time.
 - j. Fr. Looney asked for feedback on items from the College Policy on clearance, education and training requirements for King’s College employees, students, vendors, and volunteers.
 - k. Service Awards. Jared and Kelly will reach out to Senior Staff regarding the 20 year of Service Award to be equal for all King’s employees.

Meeting was adjourned at 10:05am by Jared Menghini seconded by Melissa Czock.

Next Meeting is November 30, 2016 at 9:00am.

