King's College Staff Council Minutes

September 13, 2017

The King's College Staff Council Meeting met in the Lipo Room on September 13, 2017. Eric Grego called the meeting to order at 9:09 am. Members in attendance included:

Jared Menghini	Fr. Tom Looney	Cheryl Nardone
Mimi Murphy	Mary Jo Deno	Rebecca Shortes
Maura Modrovsky	Donna Dickinson	Jonathan Nutche
Eric Grego		

MOTION TO ACCEPT THE August 8th MINUTES:

Approved by
Donna Dickinson and Rebecca Shortes. All in favor, no opposed, no absentions.

Items of Discussion

1. Town Hall Meeting
   a. September 21st at 10am in Snyder Room
   b. Forward any topic suggestions to Eric Grego
   c. He will send an email inviting all to the Town Hall Meeting
   d. Open Forum
2. Budget Update
   a. Working with Tom Graber when requesting funds
   b. Looking to get Staff Council their own line item with the Operating Budget
3. Performance Evaluation Updates
   a. All performance evaluations should almost be complete
   b. Most will receive meet expectations. This is a good thing. Only small percentage will receive exceeds expectations.
   c. Human resources is looking into how to evaluate the Performance Evaluations
   d. They are looking into what would be the best timeline for the evaluations
4. Kingsminster
   a. Was held on August 16th and it was very well attended.
   b. 14 dogs participated
   c. Donations were given to the S.P.C.A
5. Christmas Tree Lighting Ceremony
   a. Planning meeting are being held
   b. Goal is to make this more of a campus event and increase attendance
6. Committee Updates
   a. Social Committee

        i. Tree Lighting Ceremony
    b. Professional Development
        i. Eric Grego, the Chair Elect will head this committee
    c. Service Committee
        i. Looking to sell a Lion Stuffed Animal for $20. Will receive $10 profit.
        ii. Will also sell Avon at the December Christmas Fair
        iii. Possible Bake Sale for Fat Tuesday in February
    d. Compensation & Benefits
        i. Kelly Lettieri will be heading the Compensation & Benefits
7. Division Updates
    a. Academic Affairs
        i. Strategic Planning Forum
        ii. 2 candidates for Academic Advisor
        iii. Fr. Looney meets monthly with all of his members – working together as team
    b. Business Affairs
        i. Jared Holodick left in July
        ii. His replacement will start next week
        iii. Working on setting up Web and Print. It will be a soft roll out
    c. Campus Ministry
        i. Rebecca Matus is the new Administrative Assistant in Campus Ministry
        ii. Tammy Singer has resigned
        iii. Took collection for those impacted by the Hurricane Harvey
        iv. Volunteer Fair will have 16 representatives on Campus and they will have an Ice Cream Truck
        v. Reminded that Service is not just for students. King's College employees can go on Service Trips. They need to get approval ahead of time.
    d. Institutional Advancement
        i. Desiree Voitek was hired as the Director of Annual Giving
        ii. Interviewing for the AVP
        iii. Working on Campaign
    e. Student Affairs
        i. Health and Wellness Fair will be held on October 6th from 11am – 2pm
    f. Enrollment Management
        i. Counselors are on the road for the fall travel season
        ii. Kristina James was hired in the International Office as the Data Assistant
        iii. Michelle Weidman was hired as the Admission Senior Secretary
        iv. Jared Menghini took over Donna Cerza position. Interviewing candidates for Jared's position.
        v. Corry Unis traveled to China for recruitment.

Meeting was adjourned at 9:56am by Eric Grego seconded by Maura Modrovsky.

Next Meeting will be held on October 11th.