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| Staff Council (SC) Meeting Agenda and Action Minutes |
| **Meeting Date:** | Thursday, November 16, 2016 | **Time:** | 1:00 PM – 2:30 PM | **Location:** | Campus Center 240 |
| **Meeting Leader:** | Karen Quackenbush | **Timekeeper:** | Dominique Clarke |
| **Participants:** | **Attendees**: William Araujo, Peter Bartholomew, Sylvana Brito, Dominique Clarke, Viola Clyburn, Regina Collins, Andrea Connell, Gabriella Cuzzola, Nakia Goode, Casey Hennessey, Jasmine Howard, Michael Kehoe, Stephanie Macias, Richard Martinez, Marlene Masi, Karen Quackenbush, Dean Roberts, Candida Rocha, Tiffany Small, Xenia Thomas, Heidi Young |
| **Meeting Purpose:** | * November 2016 meeting of the University Staff Council
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| **Preparation:** | * Review any documents e-mailed prior (Please bring copies to the meeting)
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| **Start Time** | **Agenda Items** | **Process/Responsible** |
| 12:30 | * Lunch is available
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| 1:00pm | * Welcome
* New Member – Stephanie Macias
 | Karen Quackenbush |
| 1:10 | * Approval of previous meeting's minutes
 | Gabriella Cuzzola |
| 1:40pm | * Dr. Bolling – CAPS (Counseling & Psychological Services) – Attending December meeting
 | Karen Quackenbush |
| 1:45pm | * Committee Updates
	+ Committee on Finance – Nakia Goode (Karen Q. for Nakia)
	+ Strategic Planning Steering Comm. – Heidi Young
	+ Comm. On Campus Life – Gabby Cuzzola
	+ Comm. On Information Systems & Communications – Andrea Connell
	+ Comm. On Human Resources – Denise Thomas, Xenia Thomas, Regina Collins & William Araujo
* Comm. On Facilities – Heidi Young
 | Council Members |
| 2:05pm | * Faculty Senate Update
 | Candida Rocha |
| 2:15pm | * University Senate Update
 | Dominique Clark; Tiffany Small |
| 2:25pm | * Review of Actions Items
 | Gabriella Cuzzola |
| 2:30pm | * + Next Meeting – December 15th – Campus Center 235 – 12:30pm-1pm (Lunch) 1pm-2:30pm (Meeting)
 | Karen Quackenbush |

| **DISCUSSION points** | **Decision Date** |
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| Karen Quackenbush gave an overview of the Committee on Finance meeting.* New campus ID card linked to Wells Fargo
* Chrome River Travel
* Budget shortfall due to graduate enrollment decrease
 | 11/16/2016 |
| Lt. Cyr came to the meeting to discuss Public Safety initiatives and answer questions.* Public Safety is working to increase patrol, flyer handouts and tabling on campus
* Cops in Crosswalks initiative
* All offers are now wearing body cameras
* They are looking to turn over to a 911 system
* Working toward accreditation this spring semester
* Concerns address: Patrolling near student mall, fire plan for Fenster, Active Shooter Training
 | 11/16/2016 |
| Heidi Young gave an overview of the Facilities Committee meeting.* They showed the 5-10 year building plan and asked for feedback
* Specht offices are being moved up to hospitality
* Specht will become the bookstore
* Kupfrian will be torn down
* CKB is scheduled for completion in January
* The Life Sciences building is also scheduled for completion in January
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| Dominique Clarke and Tiffany Small gave an overview of the University Senate Meeting* Dr Bloom shared main priorities for NJIT
* NJIT is working on making Adjunct positions better for employees
* There is a search for a librarian and two deans
* There are new academic standing policies
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| **DECISIONS Reached** | **Decision Date** |
| --- | --- |
| Approval of prior meeting minutes – all in favor  | 11/16/2016 |
| Committee would like to host Dr. Bolling at an upcoming meeting. She will speak about services offered by the Counseling Center.  | 11/16/2016 |

|  **ACTION Items** |
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| **Status**  | **Action to be taken** | **Responsible** | **Due Date** |
| Complete | Schedule Active Shooter Training  | Karen Quackenbush |  |

| **PARKING LOT Items** | **Discussion Date** |
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| Commence conversation w/Strategic Communications regarding podcasting | September 2016 |
| Coordinate visitation and presentation to departments on campus by Staff Council representatives | September 2016 |