

RIT STAFF COUNCIL

Thursday, September 30, 2010
2:00 – 4:00 p.m.
1829 Room, SAU

APPROVED MINUTES

PRESENT: Bauroth, Bayerl, Carroll, Dana, Dwyer, Ester, Henen, Hughson, Kiely, Lepkowski, McKee, Nthekeha, Ott, Reafler, Rogers, Rosenberg, Schleyer, St. Jean, Tydings, Watrous, Zachmeyer, McCloskey (Parliamentarian)

EXCUSED: Carlino, DeLorme, Fagenbaum, Fiorucci, Fragale, Goldberg, Johnson, Lana, Marlowe, McDonald, McKeown, Phillips, Picioli, Pollock

MEETING called to order by B. Kiely at 2:00 p.m.

CHAIR'S REPORT

1. Thank you so much to Jackie for taking the minutes today.
2. Just a reminder that this meeting is abbreviated due to the Global Village Grand opening event at 3PM.
3. Another reminder: next Wednesday, Oct 6th is the Staff recognition Awards ceremony. Please arrive at Ingle at 9:15 – Staff council reps hand out programs and serve as ushers. I'm sure the events report will include this info, but I just wanted to make sure to say it, too.
4. And, a third reminder – now that the academic year is in full swing, please remember that one of our duties as reps is to introduce ourselves to our constituents, so if you haven't done so yet, please be sure to. If you need any help, please don't hesitate to reach out to me, Peg, the Communications committee or, really, any of the seasoned vets on Staff Council.
5. Judy DeCoursey and Renee Brownstein made a presentation to EC on September 23. Highlights:
 - The benefits fair will be Tuesday Oct. 26th and Wed. Oct 27th in Fireside Lounge.
 - Flu shots will be administered Tuesday, Nov 2nd, Wednesday, Nov 10th and Thursday, Nov 18th. An email went out from Judy on Tuesday listing all dates and locations.
 - After a request for bids, Prudential was chosen to replace Unum for Life, Disability, etc. insurance. The changes should be transparent and the services consistent. More information can be obtained from the Open Enrollment newsletter.

OFFICER ELECTIONS

Congratulations to the following EC members elected to new positions:

- Marcia Carroll – Vice Chair
- Jackie Ott – Events Officer

We are in need of one exempt member to complete the Executive Committee as an at-large member. As no volunteers stepped forward, this election was postponed.

COMMITTEE REPORTS

Communication

- Looking over the website
- Looking at what every committee sends out to create consistency and letterhead/logo

Elections – R. Reafler

- Worked out timeline for special elections - nominations set to open Sept. 27th
[*Editor's Note*: nomination openings delayed due to unforeseen circumstances]
- Next Meeting October 12

Events

- Please arrive at the Staff Recognition Awards next Wednesday at 9:15 to help host the event

Institute Issues & Policies – no report

Ad-hoc Committee for Staff in Academic Units – S. Bayerl, J. Ntheketha

- New title: The Committee for Staff in Academic Units
- Charge: Committee will address issues or concerns of staff employees with in academic units at the institution (including Academic Affairs). Issues and concerns that may be considered would include, managerial training, performance appraisal processes in academic units, issues surrounding rankism in academic units, and career paths with in academic units.
- Primary goal: This year, the Staffing in Academic Units committee will focus on finding best practices across the institution for managerial training and education to create a recommendation for Provost Haefner about the training of new managers within Academic Affairs. This goal focuses on supporting the needs of staff within the academic units (including Academic Affairs) through more effective supervision. The best practices will be determined by having conversations with the respective divisional leadership.
- Divisional meetings planned:
 - Student Affairs- Mary Beth Cooper (Sara Bayerl)
 - Finance & Administration- Jim Watters (Anne Zachmeyer)
 - Enrollment Management- Jim Miller (Jonathan Ntheketha)
 - Academic Affairs- Chris Licata (Josh Bauroth)

Ad-hoc Hot Topics – no report

OLD BUSINESS

1. Conversion of EDF to Staff has created new RSC constituents – do we have a list yet of those affected?
 - Becky will forward to representatives from affected blocks
2. Becky spoke with Chris Denninger about safety, when student are wearing dark clothing at night. Public Safety will send out a reminder message.

NEW BUSINESS

1. The new apartments on Johns Street create a bad traffic light situation – it is almost impossible to make a left hand turn. Others expressed concern about the lights and traffic on Jefferson as well. Becky will follow up.
2. When should staff receive letters re: salary increases?

A – Letter should be out by October 6th. Many staff have already received their letters.

3. When/Will a search begin for a permanent Director of HR? Staff see this as an important role to be filled.

A – We have not heard anything about a search. Becky will follow up.

MEETING adjourned at 2:45 p.m.

Respectfully submitted,

Recorded by Jackie Ott
Coordinator of Student Employees, The Wallace Center

Edited by Margaret S. Meyers
Staff Council Coordinator