



STAFF SENATE MEETING MINUTES

November 27, 2007

Council members present: Nancy Bunton, Varvara Burden, Frank deHesselle, Beth Gierada, Clifton Johnson, Phyllis Jones, Mary Power, Gabe Sauvie

Staff present: Laura Affer, Ali Barnard, Tamara Botzen, Cherie Davis, Reka Dobbins, Kevin Finn, Joann Fitzgerald, Dorrie Frontera, Kathy Gilman, Lusine Hambardzumyan, Marilyn Hotaling, Sherri Kerby, Aleta Mack, Cathy Phillips, Diana Richard, Linda Ridella, Patty Riney, Janail Silver, Linda Wareck

Departments present: Advancement; Architecture; Arts & Sciences: Dean, Math, Natural Sciences; Engineering: Dean, Civil Engineering, Electrical Engineering; EDCC; Library; Management; President; Student Affairs: Dean, Career Services, Conference Services, Counseling Services, Enrollment Services, Registrar; VITRC

🚩 Welcome Greetings/Featured Presentation

Gabe Sauvie introduced Kevin Finn, Interim Dean of Students to the staff. Kevin gave an informative presentation on the structure of Student Affairs, student projects and activities, and goals of LTU as a whole to make our campus an excellent school where students come first.

Kevin was especially passionate about uniting our campus under the umbrella of intramural sports, concentrating on our hockey team (<http://www.ltu hockey.com/>) in particular. He reminded everyone to come to the game on December 15 at 7:30 at the Civic Center arena to support our team. Mark your calendars!

Kevin and Frank deHesselle emphasized the extended role of international student support, as our significant number of students from multiple backgrounds and countries is growing every day. Having a large number of foreign students living in residence halls changes the dynamics on campus. More on-campus activities will be scheduled to make our campus more vibrant through student-oriented events, so that residential and foreign students could actually have something fun to do at night, and feel that they are a part of LTU community, just like non-residential students.

🚩 Approval of Minutes

The staff unanimously approved the minutes from the meeting on October 30, 2007.

🚩 Updates on Committees

Staff Recognition Committee

Janail Silver would like to remind everybody to nominate staff members online (<https://www.ltu.edu/forms/index.asp?formid=1032>) to select a staff person of the month.

Community Outreach Committee

Beth Gierada wanted to ask people who are willing to bake/buy cookies for the **Giving Tree Event** to bring them to the event on December 7. There are still tags hanging on the tree – please grab one if you haven't had a chance to do so this season. If you can't attend the event, or if you need to drop off your gift early, you can contact Martha Thompson at extension 2518 or Varvara Burden at extension 2000.

Since it seems that children listed on our tags this year are quite older than those we typically get from the Southfield Goodfellows (most of the children are 14-17 this year), some staff members felt uneasy about selecting gifts for them. Please remember that you do not have to spend more than \$15-25 on your selected child, and you can purchase a gift card if you don't feel comfortable buying electronics or anything that would be more expensive. In the future, we might want to change the event to something else, or ask for tag more specifically targeting younger children. However, we have what we have for now, and we appreciate your support this year and in the future.

The committee will be wrapping up the **Coat and Blanket Drive** shortly this week. Thank you for your donations to the Cass Community!

Health and Wellness Committee

The free Field House membership trial during the week of October 29-November 2 was not as successful as the committee had hoped. Not many staff members expressed an interest in working out for free or signing up for a yearly membership. The committee ruled in favor of a new strategy of providing information to the staff, rather than trying to set up activities that might not have a high turnout.

HAP speakers: In an effort to address both fitness and weight loss, the committee will provide speakers through HAP, who will present at the Staff Senate meetings to be scheduled in January and March.

HAP walks: HAP will sponsor a “kick-off” for a walking program for staff interested in walking during lunchtime starting in January. An email will be sent to all staff asking them to sign up. All particulars, such as schedule, routes, etc. will be worked out at a later time.

Information exchange: Look for an insert with valuable information on nutrition, exercises and workplace wellness in the next issue of Campus Connection publication! Monthly flyers will be sent out in every issue of Campus Connection.

NEW Meal plan for staff: Brent Bishop of Taher will be introducing a new meal plan proposal, and discussing new menu/nutrition ideas at the next Staff Senate meeting. Please take this opportunity to make your voice heard by signing up for staff focus group meetings to help Brent assess your culinary needs. Focus group meetings will be held some time in February. Each department will receive a packet of information in early January.

Plan for Spring Speakers and Events

The Staff Council ruled in favor of the following schedule for Spring 2008 semester:

| Month | Date | Event |
|--------------|------------------------|-------------------------------|
| January | TBA during 1/21 – 1/31 | HAP: Weight Loss |
| February | Tuesday, 2/26 | Bruce Annett: LTU History |
| March | Wednesday, 3/12 | St. Patrick's Day Party |
| March | TBA during 3/24 – 4/1 | HAP: Stress Management |
| April | Tuesday, 4/29 | Harry Butler: Campus Security |

There will not be an agenda to accompany the HAP Stress Management presentation in March, since we will be holding two staff events during that month. Additionally, Holly Diamond and/or Noreen Ferguson will give a presentation on FERPA regulations, and other student records/privacy issues, most likely in April.

Additional Topics

Gabe provided a brief summary of the meeting with Linda Height.

- ◆ LTU will start hosting retiree lunch on campus to keep the former LTU employees connected with LTU.
- ◆ The staff handbook will be posted online shortly.
- ◆ The issue of network emergencies and the system of notification will be addressed by the LTU leadership. One of the suggestions was to implement a mass text messaging system, so that everyone could be notified via text message on their cell phone.
- ◆ The university's fiscal losses related to the IT outages and post-virus system recovery will not affect staff raises in the upcoming year. Instead, general fund expenses will be monitored more carefully, and budget holders will be made aware of budget constraints.
- ◆ The ravine behind Engineering building will be made into a neat picnic area with tables and benches, where staff could enjoy the fresh air and eat their lunches during warm seasons.

*The meeting adjourned at 1:35 pm.
Submitted by Varvara Burden*