

Bergen Community College Staff Senate Meeting Minutes

Date: April 22, 2014

Time: 2:00 pm

Place: Pitkin Building Room C-308

Attendees: Carol Clarke, Lisa Di Gaetano, Carla Fleming, Jude Fleurismond, Jennifer Flynn, Ilene Kleinman , Catherine Krostek, Denise Liguori, Carolyn Lyons, Kim Makoe Brown, F. Christian Mdeway, Nestor Melendez, Sharyne Miller, Caroline Ofodile, Kevin Porro, Greg Reilly, PJ Ricatto, Kim Ritchie, Jamie Smigelski

Absent: Bessie DeJesus, David Hamoui, Diana Davis, Esther Mills, Laurie Francis, Milind Samant, Magali Muniz, Sharon Audet, William Corcoran, Robin Wanner

Roll Call

PJ Ricatto called the meeting to order at 2:04 pm. The number of attendees was counted to ensure quorum.

Approval of Staff Senate minutes of April 2, 2014

Minutes were approved with one adjustment. Change the first sentence under **Post-Election Protocol** to the following: "A tally of votes was requested by several members of the Staff Senate."

Committee Reports

Code of Conduct

Christian Mdeway shared that the Code of Conduct was sent to all members of the Staff Senate for additional information. Responses were received and discussed by the Code of Conduct committee. There is a lot of legal terminology we are not familiar with. It was suggested to possibly have an open forum meeting to discuss any issues with all staff members, without taking meeting minutes, so all present feel comfortable expressing their views. Due to the time issue, we should move forward at this point, and perhaps do that in parallel. Clarity is needed with regard to definitions in addition to consistency across the board with the Faculty Senate and Student Government Association. It was suggested to note in the document where we have questions or need definitions, and then list out suggestions and changes.

It is up to the Staff Senate to decide whether we want to combine our document with the Faculty Senate or submit separately. There is a concern with the timeline and due date of May 1, 2014. We have a lot to accomplish in this short time frame. The Board is implementing the Code of Conduct at the June Board meeting. Include a recommendation to review the Code of Conduct annually.

Christian Mdeyay will send out consolidated comments by Wednesday, April 23, 2014. All should review the comments, and respond back by Friday, April 25, 2014 with any additional changes. It was called to question, "Should we should meet to finalize the document?"

- Favored - 1
- Opposed - 18
- Abstentions - 0

Finalization of the document will be done through email. Any last suggestions should be given directly to Christian Mdeyay via telephone. It was called to question, "Should we submit our document separately from the Faculty Senate?"

- Favored - 18
- Opposed - 0
- Abstentions - 1

Vision and Mission Statement

A short, combined vision and mission statement was chosen.

"The Bergen Community College Staff Senate is an elected official body which represents all staff employees and actively participates in campus governance. The Staff Senate fosters the spirit of unity and cooperation while addressing the concerns and issues of all staff members."

It was called to question, "Would we like to adopt our Mission and Vision Statement?"

- Favored - 19
- Opposed - 0
- Abstentions - 0

New Business

Resignations – Robin Wanner, David Hamoui

Reclassifications – Cathy Krostek is reclassified as professional staff.

Open Positions – 1 professional and 1 confidential

Website for Staff Senate

Committee for Constitution and Bylaws

Adjournment

As there was no further business, motion to adjourn by PJ Ricatto, seconded by Kevin Porro, and agreed by all. The meeting was adjourned at 2:57 pm.

Next Meeting

Date: Thursday, June 5, 2014

Time: 4:00 pm to 5:00 pm

Place: Pitkin Building Room C-313

Respectfully submitted by Kim Ritchie, Staff Senate Secretary