

Bergen Community College

Staff Senate Meeting Minutes

Date: September 25, 2014

Time: 2:00 pm

Place: Pitkin Building Room C-313

Attendees: Carol Clarke, Lisa Di Gaetano, Carla Fleming, Denise Liguori, Carolyn Lyons, Caroline Ofodile, PJ Ricatto, Dawn Kozlowski, Diana Davis, Laurie Francis

Roll Call

PJ Ricatto called the meeting to order at 2:13 pm. The number of attendees was counted and it was determined that we did not have a quorum.

Approval of Staff Senate minutes of June 5th was tabled to be approved at October 23rd meeting

PJ Ricatto reviewed the College Council minutes with attendees and shared how the Staff Senate would be represented at College Council level. Dawn Kozlowski will be representing the Staff Senate on the committee for the College Council Constitution. Kim Ritchie will serve on the policy committee of the College Council as the Staff Senate representative. Strategic Plan Committee representative will be PJ Ricatto and PJ offered to step down if someone else was interested and Dawn Kozlowski and Esther Mills volunteered so they will serve on that committee as representative of the Staff Senate. Kathy Krostek will serve on the communications committee as the Staff Senate representative. There is also a Social and Cultural Affairs committee and we will need a volunteer to represent the Staff Senate as well.

Committee Reports:

Constitution and Bi-laws: Dawn Kozlowski and Laurie Francis would like to bring it to a vote at the next meeting and then the task force can be disbanded until the next year as this is a living document and will need to be looked at according to the bylaws.

Mission and Vision Committee task force can also be disbanded following of approval of final statement.

Communication Committee: Will touch base with Prisca Soto from IT and work on our Staff Senate page.

Code of Conduct task force committee can be disbanded as well

PJ Ricatto reviewed what our committees are:

Election

Public Relations

Staff Growth and Professional Development

Community Member Engagement/Member Recognition

Constitution and Bylaws

It was discussed that our meetings will be once a month on the third Thursday at 2PM except for December, January, May and August when there will be no meeting.

Old Business

Discussion of goals for next academic year was discussed at picnic in July and we will continue the discussion next meeting. It was also discussed about getting the word out about the Staff Senate existence.

New Business

Dawn Kozlowski shared with the group the CCSSE report which requires further discussion

Adjournment

As there was no further business, the meeting was adjourned at 3:02 pm.

Next Meeting

Date: Thursday, October 23, 2014

Time: 4:00 pm to 5:00 pm

Place: Pitkin Building Room C-313

submitted by Lisa DiGaetano for Kim Ritchie