

# Bergen Community College Staff Senate

## Meeting Minutes

June 14, 2018

**Present:** Catherine Krostek, Drorit Beckman, Gail Cannarozzi, Kim Makoe, Madeline Trimble, Marissa Drukker, Marilyn Simpson, Nino Schreck, Ruth Ann Heck  
**Guest:** Kevin Porro

**Not Present:** Alan Manzueta, Amarjit Kaur, Caroline Ofodile, Darlene Zales-Russamano, Dolores Piro, Jim Miller, Laura Montenegro, Magali Muniz, Pamela Coles, Tracy Miceli

**Meeting was called to order:** 12:39 p.m. by President Ruth Ann Heck.

**Attendance:** Official attendance was taken via paper by Secretary, Marissa Drukker. The meeting did not have quorum.

**Minutes:** Minutes for May and June meetings will be presented for approval at the July meeting.

**Discussion:**

- Constitutional Amendments were tabled due to quorum.
- Drorit Beckman provided a 2018 elections update. She has reached out to expiring members and potential new members. Ruth Ann Heck said, Laura Montenegro offered to assist with the elections process.
- Ruth Ann Heck spoke about the potential name change of Casual Monday. The matter was tabled because of quorum.
- Ruth Ann shared Dr. Redmond's suggestions regarding information about divisions/departments and the creation of 'A Body of Knowledge' (Ruth Ann sent a copy to members to complete). Dr. Redmond said, Larry Hlavenka is in charge of the website redesign and will request that the Staff Senate provides feedback about the layout and design. Additionally, Dr. Redmond shared the professional development survey results with his executive staff, so they can reach out to departments to develop an understanding of current departmental professional development initiatives. Finally, he has shared that the coffee and conversation committee is a great idea and would like to see it as a larger town hall style meeting. However, questions were raised about the potential of losing the value in going to the department, because it may be the same people attending the meeting versus going to the people who may not attend meetings.
- Motion to eliminate parliamentarian tabled.
- Established committees motion tabled.
- By July's meeting Ruth Ann would like us to add our ideas to the 'Body of Knowledge' worksheet (provided via email).
- Drorit Beckman will send out the professional development survey results via email.
- Ruth Ann Heck and Drorit Beckman spoke about the college's review of policy and procedure. Ruth will ask Gail Fernandez if a template of policy and procedure may be shared with the Staff Senate. Additionally, if anyone can think of policy and procedure that would be helpful for the college, they should create a draft policy/procedure using Gail's template for discussion.
- Ruth Ann Heck has requested we discuss meeting dates and times, and if there is no objections to the meetings being held on the second Thursday of each month at 12:30-1:30 pm, she will move forward with booking the rooms.

**Adjournment:** Meeting adjourned at 1:31 p.m.

Submitted by Marissa Drukker, Staff Senate Secretary