

Bergen Community College Staff Senate Meeting Minutes

Date: August 10, 2017

Presiding: Monica Postle

Present: Drorit Beckman, Monica Postle, Magali Muniz, Marissa Drukker, Angie Goldszmidt, Amarjit Kaur, Tracy Miceli, Darlene Zales-Russamano, Ruth Ann Heck

Not Present: Jaymee Griffin, Kim Ritchie, Jim Miller, Catherine Krostek, Caroline Ofodile, Lisa Di Gaetano, Kim Makoe Brown

Agenda Item	Discussion and Motions	Action Items
Call to Order	Monica Postle called the Staff Senate meeting to order at 12:40 pm.	
Roll Call	Staff Senate Secretary, Marissa Drukker via paper, took official attendance. Meeting did not meet quorum. There are currently 14 vacant positions.	
Open Discussion	Members did not have ideas/information to bring forward.	
Approval of Minutes	April 20, 2017 and June 15, 2017 minutes were not approved because quorum was not met. These items are tabled until next meeting September 14, 2017.	
Committee Reports	<p>Staff Senate Executive Team</p> <p><u>Vice President</u> – Monica Postle- Spoke about items we are still working on such as, the election process and membership goals and focus. Monica discussed that in the Fall, when new members are at the meeting, we must address the events that the Staff Senate will continue hosting. Monica Postle said, it seems that “we have over stretched ourselves.” Time will be made on the September Agenda to redefine roles and responsibilities of Staff Senate members with respect to their involvement in sub-committees, and events planning. In September there will also be discussions on the current sub-committees to determine which ones were successful and should be continued and which should be disbanded.</p> <p><u>Parliamentarian</u> – Drorit Beckman- Updated the senate on the election process. 7 members’ terms expired. These members were contacted and invited to run again for membership. Another email was sent out calling for nominations for additional new members. A completed list of accepted and declined nominees was compiled.</p> <p>Angie Goldszmidt – offered another nomination for the support staff category, Dolores Pio. (Drorit Beckman- will contact Dolores Pio with nomination.)</p> <p>Drorit Beckman explained that the next step was to send out the ballot for voting. The hope is that the election is</p>	

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completed by the September meeting, so new members will be able to attend the first meeting.

Amarjit Kaur- asked whether special meetings are optional or a part of the required meetings?

Drorit Beckman – Says the constitution states 8 meetings are required.

Monica Postle and other members recommended that, as this meeting did not have a quorum to vote, the rules regarding how many meetings members are permitted to miss in light of additional meetings being added should be discussed at the September meeting.

Secretary – Marissa Drukker-Thanked everyone for all of their hard work. She expressed that it was fun to work with everyone, and she looks forward to working with everyone next term.

Marissa Drukker- Briefly spoke about the need for committees to send reports to her, and offered to create a template for the committees to use in order to make it a streamlined approach to reporting.

Ruth Ann Heck – recommends sharing assessment templates to assist with the creation of the template.

Public Relations - Catherine Krostek (No report submitted, not present)

Coffee and Conversation – Tracy Miceli spoke about the success of the coffee carts. She said, the May 19th coffee cart went out during a very busy time for staff in Testing and Bursars. As a result, the staff of these departments were very grateful for the coffee cart.

Tracy Miceli – Expressed she would be happy to be on the coffee cart committee again.

Ruth Ann Heck and Tracy need to double check the budget with Jim Miller for future coffee cart.

The 1st Friday, September 8th the coffee cart will go out to the Math Hub and Continuing Education offices.

Magali Muniz- spoke about bringing the coffee cart to other BCC locations. She expressed interest in being involved with the coffee cart at the Meadowlands location.

Casual Monday (N/A)

Staff Awards – (Angie Goldszmidt & Amarjit Kaur) –

Amarjit Kaur- spoke about not having access to the material to move forward with the planning of staff awards.

Ruth Ann Heck – informed members that she was a part of the first committee and has the notes, which she will send.

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	<p>Senate members – spoke about the Year of Recognition awards and the President’s breakfast all being successful ideas that worked in the past.</p> <p>Staff Senate Picnic- Ruth Ann Heck (Chair) and Marissa Drukker Ruth Ann Heck – said that the event was very successful. She did not send out a survey. However, it was decided the survey should go out and Marissa Drukker offered to create the survey questions and send them to Ruth Ann Heck.</p> <p>Tracy Miceli-suggested that we could send the survey out before the first staff senate meeting, as a welcome back and see how we are doing. She recommended putting it in the Bergen Daily. Senate members agreed.</p> <p>Ruth Ann Heck – said the turn out for the event was good. 200 people were invited 173 accepted the invite, and 140 showed up to check-in. However, it seems there were many people that were coming in and out, so there could have been more. Ruth further stated, it was great having Dr. Redmond speak at the beginning and the end of the event, because there was a large turn out to hear him speak.</p> <p>Marissa Drukker – will send the photos of the event to Larry in PR, because he oversees the BCC flicker account.</p> <p>New Staff Engagement/ Sunshine Committee- (Vacant) New Business – No new business</p>	
Meeting Dates	Academic year 2017-2018 Meeting Dates: Meetings will be held the 2 nd Thursday of each month listed below from 12:30pm – 1:30 pm. September 14, 2017, October 12, 2017, November 09, 2017, December 14,2017*Special meeting, January 11, 2018*Special meeting, February 8, 2018, March 8, 2018, April 12, 2018, May 10, 2018 * Special Meeting, June 14, 2018, July 12, 2018, August 9, 2018	
Adjournment	Meeting adjourned at 1:31 pm	
	Respectfully submitted by, Marissa Drukker, Staff Senate Secretary	