# Penn State Worthington Scranton Staff Advisory Council – PSWSSAC Meeting Minutes – General Assembly

## September 14, 2017

## 9:3000 a.m. Dawson 10

## **Call to order at 9:30 a.m. by Julie Gilpatrick, Chair**

1. **Approval of minutes from last meeting by Lynne Fazio. Seconded by Allison Burns.**
2. **Message from Chair, Julie Gilpatrick**
3. Julie thanked Mary Lance for leading the committee through the last year. She explained that the committee is a voice for staff and the executive board meets every month and there is a general assembly every other month for five meetings yearly. Additionally, Julie meets with Dr. Wafa before each general assembly meeting. She invited everyone to approach any committee member if they had something they wanted to address. Julie then introduced the committee members.
4. **Message from Dr. Wafa**
5. Dr. Wafa explained that he was asked to create a staff advisory council when he came here to interview and he supported this since his goal is to have everyone on campus actively contribute and not just come here for a job. In order to help us, he needs to know what we need, there needs to be good communication.
6. Dr. Wafa reported that the remodeling in Dawson was mostly on schedule and next summer the 2nd floor would be renovated and the following summer the 3rd floor would be renovated. He is looking to further beautify the stairway to heaven and the SLC patio will be renovated next summer.
7. Dr. Wafa encourages staff to participate in the Diversity Circles on campus. He asked how many people had participated and asked for some feedback. Bonnie felt it was a good way to bond with people she wouldn’t have met otherwise, Eileen said it was beneficial to hear other perspectives. Dr. Wafa said this is a good way to make a difference to change the culture of the campus and he would like us all to attend. The current session is the first time we have three students participating. He wants us to look for opportunities to grow and continually learn. Lorrie reminded everyone that there is training available on lrn.psu.edu. Dr. Wafa encouraged us to require more of ourselves and explained that Diversity Circles are dynamic and exciting if you go in with an open mind. He said that the last three sessions are powerful. Brad said he feels they should be called community circles because they address more than just race which is many people’s first thought of what a diversity circle would address. Suzanne brought up that many employees haven’t attended because of time constraints. Dr. Wafa suggested that she proposes times to Martin so he can make these available when it works for us.
8. The Grainger building inspection is scheduled for October 2nd. The campus has been approved for the Supply chain program that will begin in Fall 2018. The articulation agreement with Luzerne County Community College is near completion after four years of hard work. Sandy and Amy created a talking points sheet for the Advisory Board showcasing the campus accomplishments. Our enrollment is up and we had over 600 apply for the fall semester. The campus will officially change it’s name on May first in conjunction with our 50th anniversary celebration. He is looking to put a clock on the patio honoring Worthington Scranton. Any new signs purchased will be for Penn State Scranton and existing signs will be replaced on April 30th.
9. **Chair Report, Julie Gilpatrick**
10. Julie has been speaking with police Services about presenting the Stay Safe workshop to the campus. This would have both a morning and afternoon session for more accessibility, please watch for email on this. Lt. Lisa is also available to come to your individual offices for safety suggestions. Christy spoke to Lisa’s helpfulness last year with her office space.
11. Brad has agreed to facility Head Space sessions on campus. Brad explained that it is meditation that is not spiritual but is designed to be calming. It begins as five or ten minutes and grows in time with each session. Everyone will have access to the app so they can do it themselves if they can’t attend the sessions on campus. It’s a way to relax and help you with staying in control during times of chaos.
12. **Treasurer’s Report, Eileen Giovagnoli**
13. Eileen reported that the balance as of the end of August was $353.43. $332.00 was raised by wearing jeans of Friday and $410.00 was raised through the basket raffle. The current balance is 795.43. Thank you to everyone who helped with the basket raffle.
14. **New Business**

Julie said that all clubs now have a community service component so if anyone has any ideas for community service, please let Julie know so she can pass this on to our clubs. Dr. Wafa added that the United Way has volunteer opportunities that we could help with. He would like to involve students in the upcoming campaign.

Suzanne suggested a change in the bylaws that would include a special meeting to see the impact of an issue before action is taken to make any changes.

1. **Announcements**
2. We will be hosting a soup contest during the next general meeting in November. We are considering scheduling this while the students are on fall break.
3. The Basket Raffle name was drawn……Brenda Armetta. Julie will contact her.
4. Lorrie reminded everyone of the benefits meeting on September 26th in D14 at 2:00. We are changing to Aetna and CVS. A new benefit includes voluntary long-term disability. Three webinars will be available on this during the first week of November if you are unable to attend.
5. Stacy suggested we consider inviting the children from the YMCA daycare to campus to trick or treat. She will look into the logistics of this.
6. Dr. Wafa met with the YMCA regarding childcare for our adult students. They will have further discussion on rates and times and the need for this service.
7. **Julie adjourned the meeting at 10:21.**