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

## March 27, 2017

## 9:2500 a.m. D 10

1. **Call to order at 9:25 am by Mary Lance, Chair**
2. **Approval of minutes from last meeting by Mary Lance, Chair. Seconded by Christy Healey**
3. **Message from Dr. Wafa**
4. Campus updates this summer include installation of HVAC in the first floor of Dawson.
5. We have not received an approval for the Grainger building yet.
6. Admissions has developed a flyer on access and availability.
7. **Message from Lorrie Defley**
8. There is a free training on positive thoughts on the Wilkes-Barre campus on April 4th.
9. We will be hiring a new HR Consultant. They will work for a few campuses and be housed here. They are expected to be hired by May 1st.
10. We will be implementing a new time keeping system shortly. Training will be available.
11. **Report of Officers**
12. Chair, Mary Lance
13. Christy will reach out to everyone to see if there is enough interest in a yoga class for the summer.
14. You will be receiving emails regarding upcoming PSWSSAC elections.

Treasurer, Christy Healey – Current balance is $539.00.

U**nfinished Business** – none at this time

1. **Announcements**

a) Sarah Rinkunas advised staff that the campus would host the Regional Baseball and Softball Championship games on May 7th and 8th.

b) Stacy Shattuck advised staff that they can order T shirts for the Heart Association Walk until April 14th.

**VII. Motion to Adjourn** - 10:25 a.m.

**Next PSSWAC Meeting: May 22,2017.**