

**Bergen Community College  
Staff Senate Meeting Minutes  
Meeting Minutes**

Date: November 17, 2016

**I. Call to order**

Jaymee Griffin called to order the regular meeting of the Bergen Community College Staff Senate at 2:02 pm on November 17, 2016 at S-254.

**II. Roll Call**

**Present**

Marissa Drukker conducted a roll call via paper. We have quorum. The following persons were present: Drorit Beckman, Lisa DiGaetano, Marissa Drukker, Angie Goldszmidt, Jaymee Griffin, Ruth Ann Heck, Catherine Krostek, Kim Makoe Brown, Tracy Miceli, Jim Miller, Caroline Ofodile, Monica Postle, Kim Ritchie, Darlene Zales-Russamano

**Not Present**

Barbara Bliss, Jennifer Flynn, Amarjit Kaur, Dawn Kozlowski, Albert Legge, Bridget McLaughlin, Jennifer Migliorino-Reyes, Magali Muniz, Cynthia Rivera, Meaghan Verile

**III. Approval of minutes from last meeting**

Minutes from the last meeting October 20, 2016 were reviewed and approved.

**IV. Open Discussion – welcome new members and goals for 2016 - 17**

- a) Thank you! –  
President Jaymee Griffin relayed that surprise visit from the Staff Senate to the Office of Payroll was a success.
- b) What's the word on the street? –  
Faculty & staff feedback with regard to the Day of Development being geared toward faculty. Jaymee Griffin will send a formal survey to faculty and staff soon to gather information about satisfaction.  
Safe way for faculty, staff, and student crossing to Scoskie Hall. Will contact Robert Coane for suggestion to resolve the safety issue. Suggestions van or shuttle to the location. Jaymee & Jim Miller will speak with Chief Corcoran. Drorit Beckman will draft a solution for the issue.
- c) What can we do about...? –  
Moves- Lisa DiGaetano discussed that work is being done on the Global address book updated directory on office/ employee moves. The target date for the updated information is June 30th. Jaymee Griffin will contact Christine Silvestri (Office of VP) for Academic moves and share with the Library and the Help Desk.  
New staff welcome- Lisa, Tracy, Kim, Darlene will welcome staff with a coffee cart/ treats between December 5-9. Please contact Ruth Ann Heck for food.

d) Membership Discussion – In order to help with membership and meeting attendance, discussed and agreed to move the meeting time to 12:30PM-1:30PM starting with the February 2017 meeting.

**V. Committee Reports**

a) Staff Senate Executive Team

President Jaymee Motion to move president appoints VP and Parliamentarian approved. Vice President Monice Postle and Parliamentarian Drorit Beckman. Full E-board will meet 2 weeks before traditional meeting Jaymee will notify.

b) Team Chairs-

Casual Monday – Ruth Ann Heck, Tracy Miceli, Kim Richie

Staff Senate Picnic- Chair Vacant (11/17/16)

c) Additional Meetings –

Thursday, December 15, 2016, 2-3 pm: Constitution

Thursday, January 12, 2017, 2-3 pm: Casual Monday & Membership

d) Public Relations – Catherine Krostek

Spotlight HR for the month of January

Spotlight Hackensack staff for the month of February

e) Community Member Engagement/ Member Recognition – Barbara Bliss

Coffee & Conversation (Tracy Miceli) confirmed

Staff Senate Awards- not confirmed

New Staff Engagement – Caroline Ofodile and Monica Postle

f) No reports from Monica and Drorit.

**VI. Meeting Dates:** December 15, 2016 (Constitution), January 12, 2017 (Casual Monday & Membership), February 16, 2017, March 23, 2017 (3rd Annual Casual Monday in Tec-128), April 20, 2017, June 15, 2017, July 20 (3rd Annual Staff Senate Picnic in Tec-128). All meetings are in C-313 unless otherwise noted.

**VII. Adjournment**

Jaymee Griffin adjourned the meeting at 3:05 pm.

Minutes submitted by: Marissa Drukker

**Minutes approved April 20, 2017**