STAFF ADVISORY MINUTES  
Thursday, October 29, 2010

Meeting called to order at 10:04 a.m.

COMMITTEE UPDATES

Community and Campus Life

The Committee had a meeting on October 12. Agenda items included:

- Smoking on Campus and designated smoking areas
- Sound/noise level in the basement of Wilbur
- An additional ATM for the campus
- WiFi service that is not working well

Please email Lori Higbie if you have any agenda items you would like addressed at the next meeting.

Health and Welfare Committee

The Committee will be having their first meeting October 28. Three separate handouts were passed regarding information and services that are available to Molloy College employees. There is currently an opening on the committee. If anyone is interested committee, please contact Dan or Michelle. It would be great to have someone who has never been on that committee or any other committee volunteer for the position.

INTRODUCTION OF KATHY CAREY FROM CAMPUS MINISTRIES

Kathy thanked everyone for their participation in the various programs that Campus Ministries runs. Campus Ministries is located in the basement of Kellenberg and consists of Scott, S. Diane, F. Gabriel and Kathy, as well as 6 or 7 student workers. If you every go by the office, you will notice that it full of many wonderful gifts that have been collected and it is usually lively with students.

S. Diane and students from Social Work are doing a Midnight Run October 28. They collect men’s clothing, sweat shirts and sweat pants, jackets, coats, blankets, shoes, sneakers, etc., as well as toiletries for distribution.

Campus Ministries hosts a bereavement mass once a semester. Feedback has been very positive in that it is very meaningful to the families. The mass is followed by a luncheon. Mass is held every day at 12:15 p.m. in the chapel.

On Fridays in November and December, students will be working at the soup kitchen. They are enjoying this meaningful giving of their time and are becoming peer ministers to one another. If
anyone is interested in participating in the turkey distribution, there is an orientation that
volunteers must attend and you must be able to lift 25-lb turkeys.

Campus Ministries will also be participating in food drives and Sponsor-A-Family with Our
Lady of Loretto. Kathy read a letter from a family who was a Sponsor-A-Family recipient.
Sponsor-A-Family began with four families and has grown to over 100 families participating in
the gift giving process. Offices have also participated. An email will be going out shortly and
you will be matched up as closely as possible with the type of family or person you would like to
shop for, i.e., child, family, elderly, etc.

Every Thursday at 1:00 p.m. in Campus Ministries there will be Advent Scripture Sharing. The
group will discuss the week’s upcoming scripture reading.

Tuesday, December 7, will be the Blessing of the Creche and the Tree Lighting following by
light refreshments.

INTRODUCTION OF DERRICK HOLT

Molloy College would like to expand the Abilities Satellite Program to include other
departments on campus. The expansion of the program is contingent upon the liability factor for
Molloy College.

DAN ORAMA REPORTS ON HIS MEETING WITH DREW BOGNER

Parking: Off-campus parking will continue for at least a year. The parking situation is divisive.
Off-campus parking is required at this time. The Administration is looking into rewarding the
staff for their efforts to park off-campus.

A question was raised as to whether or not there will be $60 tickets issued to people who park on
campus. This appears to be a rumor.

A question was raised as to if there can be a step-stool for the buses/vans. They are looking to
get one.

A question was raised about how they know who is participating in the off-campus parking and
how people who make alternate parking plans will be compensated. They take attendance on the
buses/vans. Many people have made arrangements to be dropped off or take public
transportation. Exactly how they will know who is parking on and off campus will be difficult.

A question was raised as to whether bus/van drop off could be extended to all the buildings on
campus during inclement weather. This is being looked into.

Professional Development: Job descriptions have changed as well as the value of some
positions. The Administration is looking at many positions and re-evaluating their scope of
work. No company is obligated to give an employee more money. It is a good idea to periodically review your position and responsibilities. Budgets are created a year in advance so pay increases would not be possible until the new budget year. You should put your job responsibilities in writing. The first step would be to discuss it with your supervisor and then Lisa Miller from HR.

**Lackman Food Prices:** Lackman Food Service has increased their prices due to food expenses rising in general as well as the request for extended hours for food service on campus. If you have specific items that you feel are expensive, make a list and present it to Campus Concerns. The MC Bookstore sells soda, candy and chips for less than Lackman and the vending machines.

A question was raised as to whether Molloy would be changing food service when the students are living on campus. It is unknown at this time what will happen with the food service.

**Abilities Satellite Program:** Drew was very receptive to increase the use of the students in the Abilities Satellite Program, possibly using them for the BBQs and for usher services at various programs.

**Sustainability:** There was an issue with the amount of money Molloy spends on balloons for various functions. It is believed that these funds could be better spent elsewhere and balloons do not fall under sustainability.

**Tuition Remission:** Tuition Remission is issued for up to 9 credits per semester. There are some programs that require students to take 11-12 credits per semester and it may soon be possible to take those credits under the Tuition Remission program.

**REPORT FROM SIENA WOMEN'S CENTER**

The office is located in the basement of Kellenberg. There is a “take one-leave one” book rack set up outside the office. Current books, within the past five years, are preferred. They offer various lectures and book discussion throughout the year. Emails are sent from the Center and Deirdre McGovern.

November 4th is a lecture regarding women and entrepreneurship.
November 11th is an Afternoon Tea. The cost is $5 and the proceeds will go to the St. Vincent DePaul Elementary School in Haiti.
November 12th author Juliet Gail will be visiting Molloy.

Meeting was adjourned at 11:01 a.m.

Respectfully submitted,

Helena Barani
Recording Secretary