

**UNIVERSITY STAFF COUNCIL**  
**Meeting Agenda**  
Wednesday, Nov. 8, 2017  
2–3:30 p.m.  
Idea Accelerator, Falvey Library

**In Attendance:**

Kristin Barkdoll, Elizabeth (Liz) Bean, Dave Borlie, Robin Bowles, Michael Cole, Mary Ann Garzio, Abby Henshaw, Lindsey Kriegel, Kathy LeGrand, Annette Lucidi, Crispin May, Katie Nadorlik, Alissa Perez, Liesel Schwarz, Ashley Scioli, Erin Spina, David Walsh, Shaunda Williams

**Excused:** Judy Duroseau, Tish Fox, Susan Leighton, Chrissy Quisenberry, Catherine Ross, Gina Sorgini, Shawn Proctor

Call to Order & Welcome	2 p.m.	
Reflection	2– 2:05 p.m.	Ashley Garrison
Guest Speaker & Discussion: Office of University Admission	2:05–2:35 p.m.	Michael Gaynor, Director of University Admission & Candice Keith, Senior Associate Director of Admission
Strategic Planning Process Update	2:35–2:45 p.m.	
Committee Updates	2:45–3:10 p.m.	All
Area Updates	3:10–3:25 p.m.	All
Villagnome Award	3:25–3:30 p.m.	All
Adjournment	3:30 p.m.	

**Next Meeting:** Wednesday, Jan. 10, 2 p.m., location TBD; Guest Speaker TBD

**Annual Christmas Social:** Thursday, Dec. 14, 3–5 p.m. in Villanova Room, Connelly Center

**Guest Speaker & Discussion: Office of University Admission**

- Important points:
  - Only 20% of universities admit under 50% (Villanova’s rate for 2017 was 35%). Villanova’s yield in 2017 was 22.5%.
  - Villanova enrolled 1710 in 2017.
  - Broke a record for early action applications in 2017 – 11,328 (+20.8%)
  - What’s new in 2018
    - Need aware decisions for international applicants
    - New St. Augustine Scholarship (replacing Villanova Scholarship)
    - Self-identification for Honors consideration
    - Offering second choice major for all Engineering
    - **Early Decision** – One school you can apply to ED. Agreement is signed that if applicant is admitted they will have to withdraw applications everywhere else and commit to Villanova.
  - 2018 thus far
    - Early Decision: 697

- Early Action: 12,660

### **Reflection: Ashley Garrison**

- <https://www.google.com/amp/s/www.vox.com/platform/amp/identities/2017/10/3/16408658/9-faith-leaders-action-after-tragedy-las-vegas-shooting>

### **Parental Leave Educational Tool**

- Called the **Interactive Guide to Parental Leave**  
Available now on [elearning.villanova.edu](http://elearning.villanova.edu)  
The spirit behind this tool is to make life easier for new parents and expecting parents  
Designed for both faculty and staff  
Faculty and staff member can easily follow through the prompts in the educational tool  
Meant to be used in conjunction with a meeting with Annette Lucidi.
  - Annette Lucidi and Jennifer Derry took suggestions on how to let people know the tool is available.
  - **USC members are encouraged to include a mention of this in communications with their units and departments.**

### **Strategic Planning Process Update**

- Please take the climate survey.
- Another strategy session will occur on December 6, 2-17, 10 a.m.-12 p.m. in the Villanova Room. This session will go deeper than the first set of sessions. Will review themes and more action-orientated items.

### **Committee Updates**

#### **Executive Committee:**

- Athletic committee under University Council needed two more member. The executive committee approved Tom DeMarco and Dave Leibig
- The Villanova Nook – Similar to a pantry where people can bring or take goods and other. Suggestions – personal care items, etc. Targeted towards our students that might not have as many resources available to them. Location is tentatively the ground floor of HSB. Reach out to Alicia Dunphy-Culp for specifics.
  - **Encourage your areas in your notes to donate items to the Nook.**
- The next University Council Meeting on Nov. 29, 2017. The USC Parental Leave proposal is on the agenda.
- Our next regular USC meeting will be Jan. 10, 2–3:30 p/m. The December meeting is replaced with the Christmas Social.

#### **Communication Committee:**

- Look for information soon regarding a USC video for staff orientation.

#### **Community Committee:**

- **Christmas Social:** Thursday, Dec. 14, 3-5 p.m.

New for this year, we will be hosting the University Staff and Faculty Choir to perform Christmas carols at the event. The Social will also have an area set up for Toys for Tots donations.

Human Resources will be distributing gifts all day on Dec. 14 in the Villanova Room. The Community Committee will be sending out an email shortly with a sign up for USC committee members to dedicate time in helping distribute gifts.

Will need help giving out gifts at the Christmas Social.

- **The Midnight Shift Social:** Friday, Dec. 15, 5:30 a.m.

The Midnight Shift social is an event for staff who are unable to attend the Christmas Social due to their shift hours. The social will have breakfast and we will be hosting a raffle.

If you are interested in volunteering for this event, please reach out to Erin Spina

- **Department Raffle Donations:** The Community Committee is asking for department donations to be raffled at the event. We are looking for an array of donations such as Villanova tee-shirts, mugs, gift cards, etc to be raffled off to the guests.

Donations can be delivered to Erin Spina, 2nd Floor, Kennedy Hall (Financial aid)

We kindly ask for donations to be delivered by Dec. 13

#### **Staff Development Committee:**

- Working on spring semester programming.

#### **Staff Recognition Committee:**

- **Looking for committee members for the distinguished service award.** Email Ashley Scioli if you or someone you know might be interested. It is not a large time commitment.

#### **Suggestions Committee:**

- Three suggestions arrived in the last month. Two were anonymous:

- **Subject:** Retirement Benefits

**Suggestion Comment:** Increase the employee and employer 403(b) match. Employees who do increase their contribution will cause FICA taxes to be reduced for both the employee and employer.

**Response from Human Resources:** We benchmark our benefit programs regularly and the 403(b) benefit that is provided from the University (both base contribution and match) is very competitive in the industry. There are no plans at this time to increase that amount.

- **Subject:** Parking/Train Commuters

**Suggestion Comment:** Train commuters should be valued for doing their part in lowering the carbon footprint and lessening the stress on parking spaces. One way to do this is to allow them

to park for free when septa closes a station causing a much longer walk or shuttle ride. Villanova station will be closed from 10/30-12/10.

**Response from Parking and Transportation:** I understand the SEPTA construction is creating an inconvenience on campus. This morning I put up approximately 25 signs for SEPTA parking in the I-1 Garage which is free to Septa Customers. If you choose to park there you are welcome. We are trying to accommodate everyone the best we can. I find it very difficult to manage an office by creating individual parking agreements around campus. I hope you understand my position and accept either a space in the I-1 garage reserved for SEPTA or purchase a permit. If you have any questions please don't hesitate to contact me.

- **Subject:** Newswire Submission Process

**Suggestion Comment:** I regularly submit material for Campus Currents and Wildcat Newswire. I think it would be great if the form allowed you to send in planned material farther in advance, instead of always having to wait until the day before, since you can't choose your start date - only your end date. I'm also curious as to why Dining Services is able to submit a ton of images to these newswires, even though it says no images allowed. They always have so much content, it really pushes down everything else below it - which is often where my content areas lie. Maybe they should be limited in the number of images they can use per newswire?

**Response from University Communication:** These are great thoughts—please pass along my thanks. I really reply on input from Campus Currents users to tell us how we are doing, since we only benchmark through surveys every few years. And we do try to consider suggestions and respond as best as we can.

To the first point, this was something I asked about as far back as 2010. We were looking into functionality that was possible with the newswire and have added several tweaks that have improved the functionality and appearance, especially through the redesign last fall. I will bring this question back to UNIT. Last time we talked, there were some technological limitations of the program that may hinder this kind of content management. But it would allow our communication groups to be more strategic, so I'm hopeful that we can find a way.

As far as images, our newswire does not permit users to use html, even though it is possible with Campus Currents. I regularly remove images from submissions and direct users against using html. The limited tagging that is employed in the newswire is actually input on my side, but, again, no images. Dining Services is very limited in our newswire, only able to post changes in services and hours, especially during times like Homecoming or summer.

I believe you may be referring to Wildcat Newswire, the student-focused one, sent by Student Life. That newswire is handled much differently. Submissions, as I understand, are run more or less as they come in, without as strict limitations on content, frequency and length. A glance at today's newswires, for example: Wildcat Newswire contained 13 submissions from Dining Services, all with images; Campus Currents had none from Dining Services, and the one submission that contained an image was removed before sending.

I hope this is helpful information. As always, I consider communication an open dialogue and welcome anyone in our campus community to call, email or stop down to discuss in greater detail, as they would need.

## **Area Updates**

### **Advancement**

- For The Greater Great: The Villanova Campaign to Ignite Change update: over \$700 million raised from 72,778 donors.
- Villanova will participate in [#GivingTuesday](#), a global day of giving back, on Tuesday, November 28. Learn more at [villanova.edu/annualfund](http://villanova.edu/annualfund)

### **Athletics**

- Fall sports are wrapping up
- Ticket office has moved from Jake Nevin to the Football Stadium (Lancaster Ave side) where the old football offices were. MBB begins their season Friday.
- Emails should have gone out re staff basketball tickets
- There is a new position in the athletic office for compliance purposes.
- Anyone interested in touring the pavilion can reach out to Katie LeGrand
  - Maybe a tour for USC in the spring?

### **College of Engineering**

- The College of Engineering is officially launching E2SI - the Engineering Entrepreneurship Summer Institute - a 7-week, 16-credit summer program through which all Villanova University students can earn a minor in Engineering Entrepreneurship. It's all about developing students' creativity and innovation skills and helping them take their ideas from "paper to prototype."

### **College of Nursing**

- The Taste of the Holidays Cooking Workshop offered on 11/14/17 at 5:00 pm at The Inn at Villanova University, sponsored by COPE.
- 39th Annual Distinguished Lecture in Nursing: Values Shape Nursing's Future - 11/16/17 5:30 pm Villanova Room, Connelly Center

### **Falvey Library**

- Affordable Material Project is ongoing.
- <https://library.villanova.edu/amp/index.html>
- On average, Villanova students spend \$940 a year on required course materials. We want to bring that down to a more reasonable level by encouraging out faculty and instructors choose affordable or open class materials.

### **Facilities Management**

- Getting ready for Special Olympics
- Gave updates on construction projects around campus.

### **Financial Affairs**

- Another move date for their office – Feb. 15.

## Human Resources

- American Heritage has been selected as our new credit union and will be hosting a welcome event on Nov. 13, 10 a.m.-3 p.m. Participants will receive 300 NOVAfit points, as well as several great raffles and lunch. The event will take place in the East Lounge of Dougherty Hall.



Credit Union  
Flyer.pdf

- NOVAfit points will end for this year on Nov. 19 and the new points year will begin again on Dec. 12. Please be sure to enter this year's activities before the deadline.

## Public Safety

- Police division just hired two outside officers. May see them out training.
- Looking to hire two more officers by January.

## Student Life

- Special Olympics is this weekend. Largest student run Special Olympics in the world!

## VSB

- Villanova MBA student Jenni-Lyn Williams recently pitched her business, Snarky Tea, on Shark Tank and got a deal with Bethenny Frankel and Kevin O'Leary!  
<http://www.phillymag.com/business/2017/11/07/shark-tank-snarky-tea-philadelphia/>
- Executive Salary Negotiation Webinar: Thursday, November 16, 12pm.

Dean Russell will discuss the critical elements of effective negotiation and how to apply them to your next performance review or job offer.

Register here: [https://villanova.zoom.us/webinar/register/WN\\_acRyIINWR5-0C8U26dtuvg](https://villanova.zoom.us/webinar/register/WN_acRyIINWR5-0C8U26dtuvg)

No updates: Auxiliary Services, Campus Ministry, College of Professional Studies, University Communication and Marketing, UNIT

## Villagnome

- Winner is Katie Nadorlik
- **Encourage your constituents to vote!**