



**University Staff Council
September 2013 Meeting Minutes**

In Attendance: Annette Kane, Katie Morris, Allison Venella, Susan Scollon, Gayle Doyle, Kimberly Reilly, Rita DiAntonio, Patricia Haley, Becky Whidden in lieu of Linda Hauck, Albert Baladez, Matt Gwin, Megan Jacobs, Joyce Zavarich, Julie Helverson, Emily Walsh, Chrissy Quisenberry, Carlos Rodriguez, Jen Whinney, JJ Brown, Alice Faraone

Meeting Minutes

Welcome & Reflection/General Housekeeping – Allison Venella/Emily Walsh

- Allison welcomed everyone back to the USC after the summer break
- Emily Walsh led the reflection by showing the inspirational Villanova Football video: [Tap the Rock](#)

Upcoming Reflection Leaders

October 2013	Annette Kane
November 2013	Katie Morris
December 2013	Albert Baladez

Monthly Presentation –Allison Venella/Liesel Schwarz

Liesel Schwarz, Sustainability Manager:

What is sustainability and why is it important?

- Definition: “actions that meet the needs of the present without compromising the ability of future generations to meet their own needs”.
- Sustainability is about helping others, both present and future
- To do this we need to consider the environmental, social and economic impacts of our actions
- This is important because the world population continues to grow exponentially and our resources are finite. As we continue to grow we need to figure out how to use the same (or less) resources to meet the needs of more people.

Villanova’s Commitment

- Villanova is doing its part by committing to carbon neutrality by 2050, meaning that the operation of our campus will not result in carbon emissions. The President’s Environmental Sustainability Committee (PESC) was developed as a result of Father Peter signing the Presidents Climate Commitment. PESC has a number of sub-committees to help direct our sustainability efforts, including: Energy and Operations, Transportation, Communications, Academics and Student Health, Waste

Minimization, and Earth Day. If anyone from staff council, or if anyone from their departments are interested in joining a sub-committee please let Liesel Schwarz know (liesel.schwarz@villanova.edu)

- Villanova has also shown its commitment to sustainability through our Augustinian teachings of helping others and caring for all living creatures.

Current Initiatives

- As part of our Climate Commitment Villanova has adopted a climate action plan to achieving carbon neutrality. Our major focus today is energy efficiency. *The best energy is the energy not used.* To achieve this we are conducting a number of energy efficiency projects throughout campus including: lighting efficiency, retro-commissioning and LEED building certification (Law School, Driscoll, Sheehan and Sullivan).
- Green Infrastructure (stormwater mitigation), we have a number of sites on campus including rain gardens on west campus and outside Fedegan, stormwater basin below the new Connelly Center driveway, Law School Wetlands and more.
- Dining: all of our dining locations include local, organic and fair trade options. Meatless Mondays (we always have meatless options), new hydration stations, Community Supported Agriculture (registration still open!)
- Recycling has been an initiative here for many years. Apart from the day to day recycling we also recycle CFL light bulbs, batteries, cell phones, and ink jet cartridges. Contact Recycling Ric if you have something you would like to recycled

Programs important to Staff Council

- Community Supported Agriculture (CSA), getting the word out for the summer season, for more information on CSA please visiting the Dining Services website: <http://www1.villanova.edu/villanova/services/dining/sustainability/VillanovasCSA.html>
- Making sure you have the recycling bins you need for your office
- Educating staff about public transportation benefit programs (pretax dollars and occasional parking for regular commuters). Also encourage the use of the campus shuttle to get around campus

Future Programs

- Transportation survey in the spring: will assess where we are with transportation habits on campus and what programs faculty, staff and students are interested in
- EcoReps program, coming in the next year
- Sustainability pledge, encourage more sustainable habits from our Villanova community

Area Announcements:

Allison Venella - Athletics

All of the Villanova fall sports are off to a good start. You can find full updates on the [Villanova Athletics webpage!](#)

Becky Whidden - Falvey Library

Darren Poley is the interim director of Falvey Library. There is a national search being conducted to find a new director.

Jen Whinney – Villanova School of Business

Villanova School of Business hosted the following events in the month of September:

Wednesday evening, 9/18/13 at 6:00 pm, Villanova Room

Villanova Women's Professional Network hosts Pamela Ryckman: Journalist and author of "The Stiletto Network" will be speaking as part of the VSB Executive Speaker Series. The event will be [simulcasted](#) and also available [after the event](#).

Monday, 9/23/13 at 4:30 pm, Driscoll Hall Auditorium

IdeaBounce: The ICE Center will host an IdeaBounce® for students, faculty, staff and community members interested in new and innovative ideas. Post your big idea at www.IdeaBounce.com/Villanova and select 'Venue to Pitch Ideas' under needs to be eligible to pitch. Students from across campus (including Computing Sciences, Engineering, VSB and more) will be on hand and ready to collaborate. Come have fun, provide feedback, and meet others interested in helping ideas move forward. You don't need to have an idea to attend. The event and reception are free and open to everyone.

Carlos Rodriquez - Public Safety

- RAD-Self defense classes are available to all departments that are interested. Please contact Debra Patch at Ext. 9-6983 and/or Elisa Lopez at Ext. 9-6670
- Parking: In the event that you need to make special arrangements for a guest to come to campus please contact Mrs. Corie Alicea at Ext. 9-6992.
- If any department is holding a special event or needs a request for special area doors to be opened or closed at specific times, please email Debra Patch in advance so that proper arrangements can be made.
- Off Campus Shuttle: A Suburban Square stop has been added and service begins September 23. The shuttle will travel to Suburban Square between the hours of 3pm and 8pm. Please check the Parking and Transportation website for the schedule
- If you have not yet picked up your parking permit, please do so. The parking office is open from 8 am to 6 pm, Monday through Friday.
- Full parking enforcement is in effect everyday including weekends, in all lots and parking areas on campus. This is a reminder to be aware of and obey all traffic regulations and patterns throughout campus. Roadways that are designated as one way, either temporarily or permanently are done so for safety purposes. This includes small vehicles such as Golf Carts and Scooters. Not adhering to these regulations may result in the issuance of a citation by Public Safety.

Alice Faraone – UNIT

UNIT is committed to releasing monthly updates focused on new services and solutions that are provided to the campus community. [Please visit the UNIT website to view the latest monthly update.](#)

Rita DiAntonio – Enrollment Management

Admissions

University Admission posted nearly 15,000 talented and diverse applicants for a class of 1,670. The University enrolled the largest number of early action students in history, students with the highest combined SAT scores in

history and the second largest number of academically gifted students. Over 20% of our new students are multicultural with over 25% being related to another Villanovan.

Financial Assistance

Financial Aid is currently working with upper classmen in assisting them in completing their financial assistance process. The office along with enrollment management will be evaluating the use of financial assistance again this fall as part of its annual stewardship of University resources. The office completed its first year using IDOC technology.

Registrar

The registrar is very pleased with the implementation of its events scheduling process implemented this summer and hopes to complete its course and room scheduling software implementation this year. The University enrollment census is scheduled for 9/19 and early indications suggest that the goals of the University will be satisfied and met.

Chrissy Quisenberry – Presidential Appointee

- Preparation for the St. Thomas of Villanova Day of Service has been very successful
- One issue that needs to be corrected this year is the number of students, faculty, and staff setting up their own service sites without notifying the University well in advance. This is a challenge because Villanova promises sites volunteers each year and wants to make sure that the promise is delivered.
- Villanova is constantly looking into how the St. Thomas of Villanova Day of Service factors into year round service and delivery of Villanova's mission.
- All updates for the St. Thomas of Villanova Celebration can be found [here](#).

Kimberly Reilly – College of Liberal Arts & Sciences

Villanova Theatre proudly presents *Red Herring*, written by Villanova's own Michael Hollinger, directed by Harriet Power, and on stage October 1-13, 2013. Three love stories, a murder mystery, and a nuclear espionage plot converge in this noir comedy about marriage and other explosive devices.

Michael Hollinger is an Associate Professor at Villanova, where he earned his M.A. in Theatre, and currently teaches playwriting, solo performance, and songwriting, in addition to serving as the Associate Artistic Director for Villanova Theatre. His critically-acclaimed plays include *Ghost-Writer*, *Opus*, *Tooth and Claw*, *Red Herring*, *Incorruptible*, *An Empty Plate in the Café du Grand Boeuf*, and *Tiny Island*, all of which have enjoyed numerous productions around the country (including Artists Repertory Theatre, Portland Center Stage, Actors Theatre of Louisville, the Old Globe, Seattle Repertory Theatre, Northlight Theatre, Laguna Playhouse, PlayMakers Rep, Florida Stage, TheatreWorks, People's Light and Theatre Company, Berkshire Theatre Festival, and many others), in New York City (Primary Stages and Ensemble Studio Theatre), and abroad (London, Paris, Athens, Poland, and Slovenia).

Don't miss this exciting opportunity to witness faculty authorship in action! VU Faculty/Staff are eligible for two FREE tickets on Tuesdays and \$11 tickets for all other performances (we will honor the discount for one non-VU spouse or guest). Call 610.519.7474 or visit villanovatheatre.org with code "NOVA" to receive your discount.

JJ Brown – Student Life

Great Job New Student Orientation and Residence Life!

Sophomore Experience:

The SophoMORE Experience provides an overview of opportunities available to sophomores at Villanova University. These programs, activities, and resources will enable sophomores to grow as a community of learners inside and outside of the classroom. Email SophExperience@villanova.edu with questions.

Residence Life: Living off Campus Programs

SPO Restaurant Week:

- Monday, September 16- Chipotle (6-10 pm)- 50% & Anthony's Coal Fired Pizza (all day)- 20%
- Tuesday, September 17 - Landmark Americana (all day)- 25%
- Wednesday, September 18- Insomnia Cookies (all day)- 20%
- Thursday, September 19 - Pinkberry (6-10 pm)- 20% & Zoe's Kitchen (4-9 pm) 15%
- Friday, September 20 - Campus Corner (11-5 pm)- 25%

House Calls presented by the Dean of Students Office: Wednesday September 18 at 7:00pm

September 16 – 20: Healthy Living Week

See Health Promotion for details

September 16: VU Seniors and Campus Ministry - Theology on Tap at 8:00pm

Bryn Mawr Beef and Ale (formerly Tip O'Leary's), 610 W. Lancaster Avenue

“Why Church? The value of community on a personal journey of faith”

Fr. Joe Mostardi, OSA, Director of Center for Worship

September 20 – 22: Parents Weekend

Friday, September 20: Info Sessions

Saturday, September 21: Sessions, Junior Ring Ceremony, and Jim Gaffigan

Sunday, September 22: Senior Breakfast, Mass, Music Activities Show Case

September 23 – 27: Special Olympics Awareness Week

Monday, September 23: Disabilities Panel, Villanova Room at 6:30pm

Thursday, September 26: Strides!

5k Run / Walk at the Oreo at 7:00pm

Saturday, October 5: Acapella SpOLOOza at 7:00pm

Villanova Room, Connelly Center

Monday, October 7: Freshman – Fraternity and Sorority Info Night

Connelly Center

Matt Gwin – University Advancement

- Villanova's Comprehensive Campaign public phase launches during Homecoming Weekend, October 25th – 27th
- Staff and Faculty will have exciting opportunities to engage with the Campaign during Homecoming weekend and beyond
- The Associate Vice President for Development Operations and the Executive Director of Annual Giving will be the USC guest speakers at November's meeting and share Villanova's future as it relates to the Comprehensive Campaign.

Fr. Peter Donohue's Opening Address to the USC

- Welcomed back the USC for another year and expressed his satisfaction with the way the council has performed since its formation in 2006.

- Informed the USC that the University Senate is on hiatus and in a restructuring period. The Executive Committee of the Faculty Senate and the Faculty Congress are still operating normally
- Fr. Peter was asked about his statements regarding Villanova becoming a National University. As he shared in his [Opening Address](#) this is a process that is happening to Villanova as we speak, being that annual PhD graduates is a driving factor. Fr. Peter believes that we can either pull back or push. The entire Villanova Community needs to decide what kind of place we want to create together, however, we risk irrelevance if we do not adapt.
- Fr. Peter stated that the future of Villanova rests on its mission and identity and we must determine how to use those focuses to our advantage. He reminds us that none of us would be here if we didn't have students to educate. He believes some schools will start closing in the next few years due to the economics of higher education and we need as Villanovan's need to be prepared for what the future holds.
- Allison Venella shared with Fr. Peter that one of the USC's big goals this year is to be more viable.
- Fr. Peter told the USC that their positions are important because it gives each department the opportunity to bring their concerns to the forefront. It is also up to the USC to not only hear concerns but challenge thoughts and perceptions.
- JJ Brown expressed that the students are loving the new outdoor space on campus, specifically the Kennedy Ellipse. JJ asked Fr. Peter which PhD programs may be added at Villanova. Fr. Peter explained that it is a detailed process and that whichever program moves forward the Board of Trustees must approve it. For the time being, we are only looking at one additional PhD program.
- Questions were raised regarding how rankings will be affected by Villanova moving out of the #1 Regional School position it holds and into the National category. Fr. Peter explained that Villanova has every indication that we will have a strong showing when the move is made.
- Fr. Peter shared with the USC that the Transforming the Campus Landscape will continue into the future and plans will include the brick work running throughout the Mendel Field area.
- Villanova is hoping for a definitive answer on the Lancaster Ave project by the end of the calendar year.

Committee Reports:

Community Committee –Katie Morris

- Community Committee
 - Soup & Bread Lunch- Tuesday, November 19, 2013, 11:30-2:00 East Lounge, Dougherty Hall
 - Catholic Relief Services
 - All proceeds go to help Catholic Relief Services
 - Volunteers will be packing dry food to be shipped overseas
 - Midnight Staff Recognition- Tuesday, December 10, 2013, Villanova Room
 - Christmas/Staff Holiday Social- Tuesday, December 10, 2013, 2:30-5:30?, Villanova Room
 - Recycled Tree Ornament Contest
 - Toys for Tots Drive
 - Each department will be asked to provide donations for door prizes
 - Each USC member will be asked to sign up as greeters at the door or to help keep the food stations stocked
 - Community Picnic- Tuesday, May 20, 2014, Donahue Hall
 - Above & Beyond Facultas awards are announced
 - Picture of the VillaGnome winners from the previous year
 - Donations for the [Fr. Ray Jackson Student Service Fund](#) (offers financial grants to students to help them continue in peace and justice education and direct service during their time at Villanova)
 - Each department will be asked to provide donations for door prizes

Staff Development Committee – Megan Jacobs

The Staff Development Committee is in the process of working with Jen Derry, Director of Staff Training and Development, to select up to three university wide training to offer staff.

Communication Committee –Kim Reilly & Emily Walsh

- Working toward streamlining the USC website and communication processes between the committee and staff constituents
- Creating a campus event syndication form to designate Staff Council events as such
- Considering a mass mailer to all staff if we chose rebrand the USC

Suggestion Committee update – Susan Scollon

- A question/concern came to the Suggestion Committee dealing with the recent campus lockdown. This question was answered and concerns were alleviated through the Emergency Preparedness Guidebook
- USC members should be driving staff to the [USC suggestion page](#).

Staff Recognition Committee – Jen Whinney

- This year's Distinguished Service award has been determined and will be announced/awarded at the Community Picnic after the Day of Service activities. We are looking for new nominations for both the individual and team awards for next year (this already happened, but obviously hadn't happened at the time of our meeting).
- The Work Process Improvement Award is ongoing, with winners announced at the end of this semester. Please direct any questions to Brian Galloway.
- The Above & Beyond Award Committee is also still accepting nominations, and winners will be announced at the spring picnic. If you have questions about the Above & Beyond award, please reach out to Julie Helverson.

Allison Venella – Closing

Allison encouraged all USC staff members to attend the Public Safety Community Forums and bring all questions, comments, and concerns to the October meeting.

Villagnome

We have a new Villagnome! This month we honor the Conference Services Team for exceeding revenue projections last year and for again doing a wonderful job hosting all the camps, programs and initiatives during Summer 2013. Congratulations to Ron, Susan and Stefanie!

**USC October Meeting:
1st floor Dundale Large Dining Room
Monday, October 21st
2:00pm – 3:30pm**