



## USC Meeting Minutes

November 13, 2019 – Garey Hall Special Events Room

### In Attendance:

Catherine Ross  
Shawn Proctor  
Ashley Omlor  
Chrissy Quisenberry  
Lisa Harris  
Lauren Kassel  
Jennifer Jeffery  
Andrew Pellens  
Ashley Leamon  
Elizabeth Remelius  
Kim Loux  
Lorriane Holt  
Sue Garvey  
Tim Bair  
Rachel N'Diaye  
Brian McCabe  
Maria Coan  
Alissa Schweitzer  
Sarah Becker  
Nathaniel Harrison  
Kelly Amber

### Excused:

Ryan Gillon  
Abby Henshaw

### Executive Committee Updates:

- Feedback on Parking Changes – Catherine and Shawn will be attending the University Council meeting to present the difficulties notes with parking changes. If you hear of any other specific problems, please email Catherine
- University Council Meeting – if you have any questions for the council meeting, please email Catherine

### USC Committee Updates

Communication: Ashley Leamon, Chair – The USC magnets/stickers are being designed now! Abby is assisting Ashley with working with Graphic Services to get proofs refined. We hope to have something created in time to accompany the Staff Christmas Gift.

The USC website is still undergoing content updates. Work completed so far: new pictures from 2018-2019 events, past award recipients are updated, and the events page is current. Next up: updating the event archive. The committee will go back through previous meeting minutes for this task.

Ashley will work with UCM to update the USC website to align with the new design getting rolled out this fall.

Community: Sue Garvey, Chair – Christmas Social to take place in the Villanova Room on Wednesday December 11 to pick up gifts and enjoy the party. Gingerbread decorating this year! The committee is looking for raffle donations for the midnight breakfast. Sign ups to give out Christmas gifts will go out next week.

Staff Development: Tim Bair, Chair – On December 5 from 12pm-1pm in the Bryn Mawr Room, Connelly Center – Technology Lunch and Learn – check campus currents for more information

Staff Recognition: Alissa Schweitzer, Chair – Villanome Winner: Betty DeRita, Facilities

Staff Resources: Rachel N'Diaye, Chair – No suggestions this month

### Area Updates:

- Falvey Library: Villanova University has been awarded a \$125K grant from the Gladys Brooks Foundation. University Advancement will be setting up an endowment dedicated to acquiring and digitizing Irish archival materials, transforming Villanova's Falvey Memorial Library into the one of the first global hub of Irish studies digital materials to be made freely available to the broader public, with the primary investigator being Villanova University's Falvey Memorial Library has partnered with the Radnor Historical Society to digitize historical newspapers from the Wayne Weekly Signal, as well as other early Main Line publications. This digitization partnership will preserve and make public these historical newspapers.

<https://www1.villanova.edu/villanova/media/pressreleases/2019/1113.html>

- Auxiliary Services: Tickets are still available for the Disney Institute Training and Breakfast with Santa (First Seating). Links to register are below:

<https://vuevents.villanova.edu/disneytraining2019>

<https://vuevents.villanova.edu/breakfastwithsanta2019>

- Law School: 60th Annual Theodore L. Reimel Moot Court Competition: 11/21

The Theodore L. Reimel Moot Court Competition is an annual intra-school tournament and a hallowed tradition at Villanova Law. The final round of the 2019 competition will be held on Thursday, Nov. 21, at 5 p.m. in the Martin G. McGuinn '67 Ceremonial Courtroom (Room 201) of the Law School. It will also be simulcast in Room 101. This event is open to the public

- College of Liberal Arts and Sciences:

Tickets Almost Sold Out—A Midsummer Night's Dream: 11/13–11/24

Beware the forest outside Athens, where mischief reigns and faeries tease and torment. Shakespeare's comedy of passion and power throws two mismatched couples into the fray of a lovers' quarrel between the faerie king and queen. Add to the mix the devious Puck and a hapless troupe of amateur actors, and mayhem abounds. This magical tale, boldly reimagined for our time, reveals the dangers of unbridled desire and the healing potential of the imagination. Many performances are sold out, so buy your tickets today with the code NOVA online, call 610.519.7474 or visit the box office in Vasey Hall.

Department of Geography and the Environment hosts lecture on "Environmental Justice and Climate Change." More info here: <https://www1.villanova.edu/villanova/artsci/newsevents/2019/1101.html>

- UNIT Banner 9 Training Available

As Banner 8 is nearing its end of service at Villanova, it is time for Banner users to start transitioning to Banner 9. Banner 9 is Ellucian's latest version of the administrative computing software which delivers several important enhancements, additional functionality, and a modern ERP user interface. UNIT is holding Banner 9 training sessions each month to support the transition. Please sign up, as class size is limited. In addition, Banner 9 can now be accessed by going to MyNova and searching for "Banner", more information on Banner 9 can be found via UNIT website.

#### Blackboard Winter Maintenance

Beginning on December 26th at 330AM/EST, Blackboard will be unavailable due to a system upgrade. Blackboard Learn will be migrating from managed hosted to SaaS continuous delivery model. SaaS continuous delivery will provide more frequent releases which means more opportunities for bug fixes and enhancements made available in Blackboard throughout the year while eliminating Blackboard downtime for these updates.

The downtime needed for this upgrade is 72 hours. While the system will be available periodically from December 26th through December 29th, please be advised that Villanova staff will be making additional changes to the system until December 29th. We advise that no changes be made by faculty or students during this time.

In compliance with updated university policies regarding data retention, CIT will archive old courses from Bb Learn. Additionally, the license for storage in Bb is finite and requires us to purge courses from the system to stay within our limit. All courses in the following terms to be archived: Spring17, Summer17, Fall17. These courses will be stored offline for a period of five years. The policy for Blackboard courses can be found online.

For more information on the Winter Upgrade and New/Updated Features, stay tuned for updates on the Blackboard SaaS Updates website here. If you have any questions, please email your Blackboard Learn coordinator or email CIT.

#### Bartley Hall Video Production Studio

Over the summer, UNIT's video production studio in Bartley moved to the lower level. One of three studios on campus, this large updated studio expands our capabilities for multi-person video shoots, and Facebook and other social media live streams. This studio can be used as an insert studio for live interviews with various broadcast networks (CNN, FOX, ESPN, Al-Jazeera, etc.), the recording of highly produced lectures for both distance and on-campus courses, and the recording of content for marketing materials. For questions about how Multimedia Technologies can enhance your instructional content or your

department's marketing initiatives, please contact [Support@villanova.edu](mailto:Support@villanova.edu) and make a request for Jennifer Pohlhaus.

- VSB  
Center for Business Analytics

Fall Roundtable Friday, November 15th, 2019 Bartley Hall, Curley Exchange

'People Analytics: How Data Insights are Transforming Human Resources'  
CBA Roundtable Registration  
<https://www.eventbrite.com/e/villanova-cba-people-analytics-how-data-insights-are-transforming-hr-11...>

- Mission and Ministry: Thanksgiving Dinner Drive: Villanova's annual Thanksgiving food drive is happening on Friday, Nov. 22. Please register to bring a complete meal basket at the Campus Ministry website or use this link: [https://vuc.formstack.com/forms/turkey\\_drive](https://vuc.formstack.com/forms/turkey_drive).

Faculty/Staff Advent Retreat: The Advent Retreat will be on Thursday December 5, 2019 from 10am to 1pm. Our presenter will be Fr. Kevin DePrinzio and lunch will be provided. You can register on the Campus Ministry website or use this link: <https://vuc.formstack.com/forms/adventlentretreat>.

- Human Resources: \*The Staff Christmas Social is on December 11th, and HR needs volunteers to help hand out this year's gift. I'll be talking with Sue Garvey today to get the sign up sent out directly.

\*Goal plans should have been submitted and acknowledged by now in the online system. Self-evaluations will be available online starting in mid-December. The final deadline for all performance reviews to be submitted is March 27, 2020. Training for both staff and managers is posted in Learn@Nova.

- Advancement: On Tuesday, December 3 Villanova will participate once again in Giving Tuesday, a global day of giving back. Visit [www.villanova.edu/annualfund](http://www.villanova.edu/annualfund) to learn more.

### No Updates

College of Engineering, Financial Affairs, Fitzpatrick College of Nursing, College of Professional Studies, Athletics, Enrollment Management, Facilities, Provost, Public Safety, Student Life

### Adjournment

**Next Meeting:** No December 2019 Meeting – Enjoy the holiday party!

Next Meeting: Wednesday, January 8, 2020 at 2:00pm. Location TBD.

Guest Speaker: Michael Brown, Director, Office of Veterans and Military Service Members.