



USC Meeting Minutes November 9, 2015

In attendance: Kevin Grubb, RaMonda Crosby, Liz Masucci, Meghan Smith, Jeff Schwarz, Kim Reilly, Kristin Barkdoll, Judy Mulrow, Albert Baladez, Megan Jacobs, Regina Sorgini, Emily Irving, Lindsey Kriegel, Crispin May, Shawn Proctor, Zachary Chizar, Chrissy Quisenberry, II Luscri, Liesel Schwarz, Katie Nadorlik, Erin Spina

Meeting Minutes:

- Welcome & Reflection
 - Offered by Judy Mulrow

Innovation, Creativity, and Entrepreneurship (ICE) Institute: Presented by: II Luscri, Executive Director

- ICE is an innovative driver of scholastic, educational, and professional development opportunities in the related areas of creativity, innovation, and entrepreneurship within the Villanova community. ICE has a multi-disciplinary and cross-college focus and seeks to advance the University's strategy by fostering cross-college learning and embedding entrepreneurial thinking more deeply in the Villanova culture.
- Visit villanovaice.com to learn more about the ICE Center.
- Cross disciplinary idea generator begun in the Business school
- Dedicated to the creative innovation of new ideas
- ICE presentation feedback and judged
- Villanova in the Valley- week long immersion in silicon valley with our Alumni
- Villanova on Set Program-immersion for students in the film, tv, and entertainment industries.
- Funding to help student ideas along –support initiatives throughout campus
- Ideas don't have to be owned by ICE but trying to help with resources to develop new things
- Think and engage together to create ideas
- Bringing people from the community and resources at Villanova to get things to happen
 - Space
 - Moveable seating
 - Micro kitchen
 - High tops-high chairs
 - 3d printing
 - Video screens, can all play the same or different
 - Rooms can be shut off or opened up
 - Can have an outside entrance

- Soft seating
- Tinkering lab
- How to help libraries become idea generators
- Meyer Innovation and Creative Excellence- 5 student awards (one for a graduating student in each school/college) complete with a trophy and \$1,000 prize for each student, and 1 faculty award (any school/college) complete with a trophy and a \$2,500 prize.
- Looking into putting together a staff award for the USC
- Eamon Gallagher, Assistant Director (eamon.gallagher@villanova.edu) handles reservations for the space

AREA/COMMITTEE ANNOUNCEMENTS:

Office of the Provost – Kevin Grubb

- Career in International Development Day, November 16 from 1:30 – 4:30pm, Villanova Room
- Post-Graduate Volunteer Fair, November 16 from 6:00 – 9:00pm, Villanova Room

Administration & Finance – RaMonda Crosby

- No Update

Athletics – Liz Masucci

- No Update

Auxiliary Services – Meghan C. Smith

- No Update

College of Engineering – Jeff Schwarz

- New EGR Marketing Video: <https://www.youtube.com/watch?v=Gmlz67dsVAU>
- The Department of Chemical Engineering presents guest speaker Dr. Hai-Ying Chen, Scientific and Product Development Manager at Johnson Matthey, in Wayne PA. Dr. Chen will present a seminar on Friday, November 20, 2015 at 1:30 - 2:30pm, Tolentine Hall 215, titled: "Development of Small-pore Zeolite Supported Cu Catalysts for Automotive Emission Control: A Case of Turning Knowledge into Innovative Products"

College of Liberal Arts & Sciences – Kimberly Reilly

- There will be blood. MACBETH opens!
Jim "Mud and Blood" Christy returns to direct our gritty re-telling of Shakespeare's most thrilling tragedy, MACBETH, on stage Nov. 10-22. When three witches predict Macbeth's ascension to the throne, he and his scheming wife start slashing their bloody path to power, armed with violence, deception and ruthless ambition. This psychological thriller boils over with spine-tingling tension, hair-raising encounters with the supernatural and diabolical characters whose lust for power results in their inevitable downfall. Our FREE Tuesdays are SOLD OUT, but there are still spots for volunteer ushers to see the show as our guest! Otherwise - tickets are just \$8 for students and \$11 for faculty/staff. Use the code "NOVA" online at villanovatheatre.org or call the Box Office at 610.519.7474. For additional information: <http://villanovatheatre.org/macbeth/>

- 2nd Annual Penn and Villanova Law School Admissions Directors' Joint Panel Presentation Monday, Nov 16, 2015 from 5:30 PM - 7:30 PM Falvey 205
Two of our nation's top law schools will be hosting a panel presentation and discussion for Villanova students interested in learning how to garner admissions to the best law schools in America. The Director of Admissions from the University of Pennsylvania Law School, and the Executive Director of Admissions and Financial Aid at Villanova University School of Law, will deliver a powerful presentation addressing the state of law school admissions at Ivy League and top tier law schools. At the conclusion of their formal remarks, students will be given the opportunity to ask questions and to meet one-on-one with each director.

College of Nursing – Kristin Barkdoll

- College of Nursing 37th Annual Distinguished Lecture in Nursing: 11/17
All are invited on Tuesday, Nov. 17 for the College of Nursing's 37th Annual Distinguished Lecture in Nursing "21st Century Nursing Ethics: Preserving Integrity and Building Moral Resilience" at 7:30 p.m. in the Villanova Room of Connelly Center, with Cynda Hylton Rushton, PhD, RN, FAAN, the Anne and George Bunting Professor of Clinical Ethics and Professor of Nursing and Pediatrics at Johns Hopkins University in Baltimore. She is an internationally recognized expert in bioethics and palliative care, whose scholarship focuses on palliative care, moral distress, caregiver suffering, and conceptual foundations of integrity, respect, trust, and betrayal. The lectureship, free and open to the community, is co-sponsored by the Alpha Nu Chapter of Sigma Theta Tau International — nursing's honor society. No RSVP is required. For additional information:
<http://www1.villanova.edu/villanova/nursing/newsevents/events/lecture.html>
If you have questions, please contact: louisa.zullo@villanova.edu
- Dream for Eileen 5k at Villanova 11/14
The annual Dream for Eileen 5K Run/Walk, co-sponsored by the College of Nursing and Villanova's chapter of the Student Nurses' Association of Pennsylvania, is Nov. 14. Registration will begin at 8:30 a.m. in Driscoll Hall, and the race will begin outside Driscoll Hall at 9:30 a.m. The cost is \$10 to participate and includes a tee shirt. Preregistration is available on VU Tix with a credit card. A table will also be located in the Connelly Center for preregistration on Nov. 3, 5 and 6. Wildcard and cash will be accepted. Spread the word to students, faculty, staff alumni and anyone in the community. Everyone is invited! This 5K is dedicated to Eileen Shea Lupton, a graduate of Villanova's College of Nursing, Class of 2003. Shortly after graduation, Eileen passed away in an accident. All money raised helps fund a scholarship for students in the College of Nursing. If you have questions, please contact: [Sarah Stankiewicz](mailto:Sarah.Stankiewicz@villanova.edu)
sstankie@villanova.edu

College of Professional Studies – Katie Nadorlik/Angela Heinbach

- No Update

Enrollment Management – Erin Spina

- North Light Community Center "Spirit of Giving" service event:

This year's Christmas party for the North Light kids will be held on Sunday, December 6th from 1:30 – 4:00 in the Villanova Room. We'll be bringing the children and their families to campus for the party, and are expecting close to 200 people at this event. As always, we are seeking people to be "Santa's Elves" to help out in any of the following ways:

- Sponsor a child (or children) for the party
- Adopt a family
- Purchase a generic toy or gift card
- Give a monetary donation
- Volunteer your time and talents

For more information: please visit the website:

<http://www1.villanova.edu/villanova/studentlife/christmas.html>

Facilities Management – Liesel Schwarz

- No Update

Falvey Library – Rob LeBlanc

- No Update

Human Resources – Annette Lucidi

- No Update

University Advancement – Judy Mulrow

- No Update

Law School – Megan Jacobs

- No Update

Mission & Ministry – Fr. Joe Calderone

- Hunger and Homelessness Awareness Week
 - On Campus Food Drive- 11/16 & 17 6-9pm Second Storey & Dougherty Markets
 - Fair Trade Sale 11/17 9:30am-4pm Lobby, Connelly Center
 - CRS Helping Hands 11/18 12-1:30pm West Lounge, Dougherty Hall
 - Keynote Address: National Coalition for the Homeless 11/18 7pm Villanova Room, Connelly Center
 - Solidarity Sleep-out 11/19 Kennedy Ellipse
 - Back on My Feet 5K 11/20 Kennedy Ellipse
 - Thanksgiving Turkey Drive 11/20 8am-12pm

Office of the President – Regina Sorgini

- No Update

Office of University Communication –

- No Update

Presidential Appointee - Chrissy Quisenberry

- No Update

Public Safety - Nunzio Bottino

- No Update

School of Business – Lindsey Kriegel

- Bloomberg Businessweek ranked Villanova's Part-time MBA program #12 in the country!

Student Life –

- No Update

UNIT – Crispin May

- November UNIT will publish its progress report. One major feature will be about shopping online securely.
- The E-Learning videos are a big success and all new employees have viewed them as part of the hiring process. Check out the new 5 videos posted during Cyber Security Awareness Month.
- Please be aware that PHISHING has been on the increase and please report any suspicious emails to the Help Desk.
- Stop by and check out UNIT's VU Tech Zone page and "like" it. We routinely post IT Security updates and helpful tips. <https://www.facebook.com/villanovatechzone/>

Committee:

Elections – Emily Irving

- No Update

Communication –Judy Mulrow

- No Update

Staff Development – RaMonda Crosby

- No Update

Staff Recognition – Liesel Schwarz

- Please pass along award opportunities to your areas-
- **Work Process Improvement Award - Recognize your innovative colleagues!**
Has someone in your office improved a work process which has resulted in enhanced quality, financial savings or greater efficiency in your department? Recognize them by nominating them for the Work Process Improvement Award given by the University Staff Council. The Work Process Improvement Award is intended to recognize individuals or teams who create added value in their departments by making significant improvements to their work processes. Prior WPI Award winners include the NovaPay project team, the Endowment & Stewardship dashboard team, the Continuing Studies Veteran Student

records team, and an individual award for the implementation of ChemTracker for chemical labs and operations on campus. The WPI 'Prize Patrol' surprises the award winners each semester. Winners are recognized at an annual awards luncheon in early April, hosted by Fr. Peter Donohue, University President.

- **Above and Beyond**

The purpose of the Above and Beyond Award is to recognize individuals and groups who go above and beyond the routine call of duty. This award differs from the Distinguished Service and Work Process Improvement Award in that it commends individual events, activities and projects. Criteria: The recipients of this award will have performed a significant action or service that: Surpasses the requirements of their job description; is voluntary; is unexpected of compensation in time off or payment; is either within or outside of their scheduled work hours.

For example, the nurses of the Student Health Center were the first recipients of this award. They were recognized for working extra hours, bringing in homemade food, doing extra laundry, etc. in support of the students during a flu epidemic on campus.

- **Distinguished Service Awards**

There are two annual Distinguished Service Awards. One is designed to recognize an individual staff member for consistent excellence, exceptional performance and service to the University community. The second award honors a group of individuals who, as a team, completes a special work project or activity during the fiscal year. The work project or activity cannot be a day to day activity of the department or of its team members. This team must have representation from at least two offices; employees from a single work unit are not eligible.

Awards will be given based upon the extent to which the nominee (individual or team) meets the following three criteria: Consistent Excellence, Exceptional Performance, and Villanova Community

- For additional information:

<https://www1.villanova.edu/villanova/staffcouncil/awards.html>

Suggestions – Crispin May

- No Update

Community – Regina Sorgini

- The Community Committee is in need of volunteers to assist HR distribute the holiday gift. The distribution of the gifts will be different than last year so we need a lot of volunteers. The time frame is from 8am – 6:30 pm. If you have an hour to spare please let Regina Sorgini know via email or phone (610)519-4558. Thank you!!

Executive Committee-

Executive Committee Proposals

Respectfully submitted by Kimberly Reilly, Vice Chair; Megan Jacobs, Secretary; Kevin Grubb, Treasurer

Proposal 1:

- USC will add an additional Service Committee charged with organizing the weekly treat donations as well as the coordination of summer volunteers going, serving, and bringing treats to the soup kitchen.

Decision:

- The Community Committee has volunteered to take on the Soup Kitchen donation and volunteer work

Vote:

- Unanimous: Yay

Background: Currently, the Executive Committee is elected almost concurrently with Area Representatives. Area representatives are elected/appointed in December, and the Executive Committee is elected in January/February. This norm may become problematic over time, due to our existing representative structure, election cycle, and term limits.

Proposal 2:

- USC Area Representatives will be elected/appointed in January.
- The Executive Committee should be elected in June, but they will not take on their Executive Committee responsibilities until the following January. This will result in the following temporary roles: Chair and Chair-elect; Vice Chair and Vice Chair-elect; Secretary and Secretary-elect; Treasurer and Treasurer-elect.
 - This will allow for a “training period” for the incoming Executive Committee.
- The Executive Committee will therefore represent the entire USC body, rather than individual areas (i.e. the USC Chair represents USC, not University Communication; Vice Chair represents USC, not CLAS, etc.)
- Departments that have representatives on the Executive Committee must then appoint or elect another representative.
 - The USC body will then increase by four members total.

Decision:

- The Executive Committee should be elected several months following the new Area Elections, but they will not take on their Executive Committee responsibilities until the following January. This will result in the following temporary roles: Chair and Chair-elect; Vice Chair and Vice Chair-elect; Secretary and Secretary-elect; Treasurer and Treasurer-elect.
- The USC feels that it is not necessary for there to be additional members taken on for the executive committee’s individual areas at this time. We will revisit this portion of the proposal at a later date.

Vote:

- Unanimous: Yay

Proposal 3:

- Allowing an Executive Board Member to retain their seat if they have moved positions in the University to another represented Area.

Decision:

- Retain executive committee membership as constituted regardless of areas of representation for full term.

Vote:

- Unanimous: Yay. Abstained Emily Irving

**Next USC Meeting is Staff Holiday Party
All are welcome!**

List of University Staff Council Representatives:

Office of the Provost: Kevin Grubb

Administration and Finance: RaMonda Crosby

Athletics: Liz Masucci

Auxiliary Services: Meghan C. Smith

College of Engineering: Jeff Schwarz

College of Liberal Arts & Sciences: Kimberly Reilly

College of Nursing: Kristin Barkdoll

College of Professional Studies: Katie Nadorlik (Angela Heinbach, alternate)

Enrollment Management: Erin Spina

Facilities Management: Liesel Schwarz

Falvey Library: Rob LeBlanc

Human Resources: Annette Lucidi

University Advancement: Judy Mulrow; Emily Irving

Law School: Megan Jacobs

Mission & Ministry: Father Joe Calderone, O.S.A.

Office of the President: Regina Sorgini

University Communication: Vacant

Public Safety: Nunzio Bottino

School of Business: Lindsey Kriegel

Student Life: Vacant

UNIT: Crispin May

Presidential Appointee: Chrissy Quisenberry