



USC Meeting Minutes January 26, 2015

In attendance: Kevin Grubb, Liz Masucci, Jeff Schwarz, Kim Reilly, Kristin Barkdoll, Angela Heinbach, Erin Spina, Liesel Schwarz, Rob LeBlanc, Annette Lucidi, Judy Mulrow, Megan Jacobs, Fr. Joe Calderone, Emily Walsh, Lindsey Kriegel, Amber Grier, Crispin May, Allison Venella, Gayle Doyle, JJ Brown, Sue Scollon, Jennifer Whinney, Katie Morris, Pat Rodgers

Meeting Minutes:

Allison Venella—Welcome & Introductions

- The University Staff Council welcomes all new members who will be serving on the committee for the next two years!

Allison Venella—Offered a Reflection, titled “A Prayer for Business Leaders.”

Allison Venella—Offered an overview of the history of the USC, setting the stage for our meeting and our new members. The USC was formed six years ago under the direction of University President, Father Peter Donohue. Villanova University serves three specific bodies of people: the students, who are represented by the Student Government Association, the faculty, who are represented by the Faculty Congress & the Senate, and the staff, who are represented by the USC. The USC has one representative for each department (either individual departments or grouped departments). The USC has recently added one additional representative (bringing the total to 22) with the addition of the College of Professional Studies. The USC has been the place for staff to provide feedback, make suggestions, and have a voice within University-wide issues. The USC also oversees three different staff recognition awards: Work Process Improvement, Above and Beyond, and Distinguished Service. Additionally, over the past six years, the USC has offered staff development training, that will be continued into the future, as an opportunity for our staff to grow personally and professionally. The USC also serves as a party planning committee for the staff body, hosting four events throughout the year: the Staff Holiday Social, the Midnight Shift Recognition, the Soup/Bread Luncheon, and the Community Picnic in May.

Allison Venella—Reviewed the USC Executive Committee and USC Committee Structure—and gave all members a look into the roles and responsibilities that will be passed along to this new group. All USC reps will be asked to be involved with at least one committee. The USC committees include:

- USC Executive Committee (Allison, Gayle and JJ discussed roles)
- Elections Committee
- Communication Committee (Emily Walsh and Kim Reilly discussed committee)

- Staff Development Committee (Megan Jacobs discussed committee)
- Staff Recognition Committee (Jen Whinney discussed committee)
 - Distinguished Service Award
 - Above and Beyond Awards
 - Work Process Improvement Award
- Suggestions Committee (Sue Scollon discussed committee)
- Community Committee (Katie Morris discussed committee)
 - Christmas/Staff Holiday Social
 - Soup & Bread Lunch
 - Midnight Staff Recognition
 - Community Picnic (May)

Allison Venella--- Reviewed the flow of the USC Meetings

- Welcome and Reflection
- Presentations- frequently, individuals/departments from around campus are asked to come and present on current issues and topics at USC Meetings. Presentations usually last about 30 minutes and are meant to be informative.
- Area Announcements— the time to share information and what’s happening within your own individual departments
- Committee Announcements—the time for each committee to share what’s happening within the USC committee (i.e. social events, new suggestions, staff development announcements etc.)
- Awarding of the Villagnome—the USC’s “Caught you doing good” award each month

AREA/COMMITTEE ANNOUNCEMENTS:

Student Life, JJ Brown:

- Sorority recruitment took place the first week in January 26, 2015
- Residence Life Assistants (RA’s) applications for next year are due by tonight (Monday, January 26) at midnight
- New Student Orientation Counselor applications are currently being accepted
- Little Wildcat Weekend wrapped up this past weekend, hosted by CAT and Student Life
- **Save the Date: Joseph Clancy, Acting Director of the US Secret Service: 2/11**
 Save the Date for our 5th Annual Spotlight on Leadership featuring Mr. Joseph Clancy '78 CLAS, Political Science, acting director of the US Secret Service. A 27-year veteran of the Secret Service, Joseph P. Clancy was appointed Special Agent in Charge of the Presidential Protective Division on February 1, 2009. He was designated Acting Director of the United States Secret Service on October 1, 2014. Mr. Clancy will deliver his keynote leadership lecture Wednesday, Feb. 11, 4:30 p.m., in the Villanova Room. Student, faculty and staff tickets are free; however, registration is required at www.villanovatix.com.
- **Save the Date:** Eric LeGrand to receive this year’s Father Bill Atkinson, O.S.A Humanitarian Award, presented by the Office of Disability Services on Thursday Night,

February 12, 2015 at 7pm in the Villanova Room, Connelly Center. All are welcome.
ACS Approved Event

Staff Development Committee, Megan Jacobs:

- USC and HR hosted a second “Dealing with Difficult People” seminar this January, and was full with participants again!
- The next Staff Development seminar is scheduled for March 3, 2015 from noon-1pm. Registration will begin in February; keep an eye in Campus Currents for more information
- There has been feedback and suggestions to host more “customer service” staff development seminars. Stay tuned for possible seminars related to this topic later this semester!

Finance and Administration, Katie Morris:

- As outlined in the recent email from Father Peter Donohue, both Ken Valosky and Neil Horgan have received new positions in a slight restructure. Ken Valosky has recently been promoted to Executive Vice President of the University, and Neal Horgan has been promoted to Vice President of Finance

Facilities Management: Liesel Schwarz:

- As also outlined in the recent staffing promotions by Father Peter Donohue, Bob Morro has been promoted to Vice President for Facilities Management
- Sustainability Management will be hosting a Zero Waste Game at the upcoming Villanova Men’s Basketball vs. Providence game at the Pavilion on Tuesday, February 24

Academic Affairs, Kevin Grubb:

- Villanova’s Center for Undergraduate Research & Fellowships will soon be accepting applications for the Villanova Undergraduate Research Fellows (VURF) program. Full information can be found at:
https://www1.villanova.edu/villanova/vpaa/orgp/research/curf/undergrad_research/fellows.html
- Villanova’s Office of Education Abroad hosted its Study Abroad Fair on Friday, January 23rd
- Villanova’s Career Center will host three career fairs next week, all in the Villanova Room on February 3rd and 4th:
 - *February 3rd*
 - Communication, Marketing & Media – 10am – 1pm
 - Finance, Accounting & Consulting – 3pm – 6pm
 - *February 4th*
 - Engineering, Science, Technology & Big Data – 10am – 1pmMore than 125 employers are scheduled to attend and are interesting in hiring Villanova students & alumni for full-time and internship opportunities. Full details at:
<http://www1.villanova.edu/villanova/vpaa/careers/eventscareerfairs.html>

University Advancement, Judy Mulrow:

- [The Villanova Campaign to Ignite Change](#) surpassed the \$400 million mark just before the New Year. The Campaign currently stands at \$408 million, more than two-thirds of the way to our \$600 million goal.
- As a part of the campaign, University Advancement, along with Father Peter, will continue to travel across the country visiting alumni, parents and friends; earlier in January 2015, Father Peter attended “Villanova in the Valley” in San Francisco, CA and “Villanova on Set” in Los Angeles, CA; next week, Father Peter will attend Campaign Regional Celebration events in Florida.

College of Engineering, Jeff Schwarz:

- The College of Engineering will host alumnus Anthony J. Melone '82 EE on Friday, February 13th from 2:30-4pm in the Villanova Room, Connelly Center. Mr. Melone will be speaking as a part of the Ward Lecture Series; his lecture is titled: “The Evolution of Wireless Technology.” Mr. Melone is the Executive Vice President and Chief Technology Officer of Verizon Communications.

Human Resources, Annette Lucidi:

- Open Enrollment for Benefits will be coming up later this semester
- If you haven't already, one great way to earn lower costs and NovaFit points is by registering for a on-campus Health Screening, visit the NovaFit portal if you haven't already, for more information

Enrollment Management, Erin Spina:

- Financial Aid- award information and FASFA information is an on-going process; information is going out to all early action candidates and incoming fall 2015 freshmen
- Candidates Day will be held in April 2015; more information will be coming later this semester

Auxiliary Services, Sue Scollon:

- The Office of Conference Services will be accepting college-aged students (must have completed freshmen year of college) to be summer 2015 student workers; applications will be coming in March 2015

College of Professional Studies, Angela Heinbach:

- As you may be aware, Father Peter announced the creation of Villanova's first new College in 50 years. The College of Professional Studies was designed to offer innovative new programs both on campus and online. The College will offer adult learners the option to obtain an Undergraduate Degree or for Credit Certificate through the Part-Time Studies Division, as well as the option to select from various Non-Degree programs through the Continuing Studies Division.
- Selection of a new Dean for the College of Professional Studies has been ongoing. Also the College has expanded their staff with the addition of a Finance Manager; Director of Communications and an Instructor Designer. This is an exciting time for the University as well as the College of Professional Studies.
- VU Employees on the CPS non-credit side is that while tuition remission does not apply to a non-credit certificate program – we do give a 50% tuition discount to full-time

employees (just the employee – not dependents) and if the program relates to their job (Project Management or Human Resources for example). For PM and HR – the books and materials are included in the tuition costs as well. This is mentioned on the HR training website: http://www1.villanova.edu/villanova/hr/training/training_resources.html

- Registration for Summer Session 2015 begins on March 11, 2015.
- We encourage the Villanova community to stop in and visit the College for advice on the academic programs that we offer if you are interested in furthering your educational goals.

College of Arts & Sciences, Theatre Dept., Kim Reilly:

- Villanova Theatre is thrilled to present the Philadelphia premiere of *Michael & Edie*, written by Rachel Bonds, directed by Barrymore award-winner (and Villanova's newest faculty member) James Ijames, and on stage February 10 – 22, 2015. Playwright Rachel Bonds will visit campus for Speaker's Night on February 19th. In this deeply affecting coming-of-age story, Michael and Edie meet in a magical labyrinth of books, where they bury themselves amongst the stacks in an attempt to flee from the rest of their lives. Aisles turn into secret passages, snow falls from holes in the ceiling, desperate phone calls ring from tin cans, and tea kettles turn into crickets. It's a world full of illusions – illusions that give way to the poignant poetry of being young and a little bit lost in the world.
 - With her plays being hailed by critics as “heartbreakingly beautiful,” “witty, funny, and honest,” Rachel Bonds is sure to capture hearts as the voice of a generation striving to connect in a disconnected world (*NYTheatre.com*). *Michael & Edie's* story, much like the titles they shelve, is about the journey to know thyself, evoking a classic coming-of-age tale with a hipster edge (à la recent films like *Garden State*, *The Perks of Being a Wallflower*, *500 Days of Summer*, and *The Fault in Our Stars*). *Michael & Edie* evokes a world of first dates and mix tapes, and promises to spirit audiences back to the wonderfully weird and wild days of adolescence, where each moment mattered more than the last.
 - **This play is ACS approved and promises to speak loud and clear to our undergraduate population. Tuesdays are totally FREE for all Villanova students, faculty, and staff. All other dates are just \$8 for students and \$11 for faculty/staff. Use the code “NOVA” online at villanovatheatre.org or call 610.519.7474**

Villanova School of Business, Lindsey Kriegel:

- **Villanova's Startup Opportunity Fair**
 - Wednesday, Feb 18, 2015
 - More details to follow.
- **Work \$mart Workshop**
 - Targeted for Villanova graduate student women and alumnae to help them enhance their earnings
 - Tuesday, February 10, 2015 – 6-8:30pm
 - West Lounge, Dougherty Hall

- Register online at www.villanova.edu/vwpn

UNIT, Crispin May:

- UNIT is gearing up for a staff/faculty computer refresh this summer—if you haven't already thought of this, please start the process of backing up all data on your laptop; if you need help with this process, please contact UNIT
- UNIT is continuously working on upgrading the wireless internet services across campus, this is on-going
- BlackBoard Analytics are more easily available.
http://www1.villanova.edu/villanova/unit/instructionaltech/blackboard/analytics_outcomes.html
- The online Directory is Mobile Friendly! <http://www.directory.villanova.edu/>
- Need Microsoft office at home? We have special licensing for all current Faculty, Staff and Students for \$9.95 https://vsites.villanova.edu/mshome/SitePages/Faculty_Staff.aspx

Falvey Memorial Library, Rob LeBlanc:

- **Black History Month Lecture**
Monday, Feb. 9 at 4:30 p.m. in Speakers' Corner of Falvey Memorial Library for the annual Black History Month lecture featuring Saladin Ambar, PhD, associate professor of political science, Lehigh University. Dr. Ambar will be presenting a talk titled "Malcolm X's Legacy at 50: Lessons for Today."
- **Phi Beta Kappa Visiting Scholar lecture**
Friday, Feb. 13 at 11:00 a.m. in Speakers' Corner of Falvey Memorial Library for a lecture titled Academic Libraries in the Digital Age by William Y. Arms, PhD. William Arms is professor emeritus of computing and information science at Cornell University
- **Literary Festival Poetry reading**
Thursday, Feb. 19 at 7:00 p.m. in Speakers' Corner of Falvey Memorial Library for a poetry reading and talk given by Bruce Smith, one of the Literary Festival's featured speakers. Originally from Philadelphia, Bruce Smith is the author of several books of poems, including The Other Lover (2000), a finalist for both the National Book Award and the Pulitzer Prize.
- The search for a new Library Director is still ongoing

Mission & Ministry, Father Joe Calderone:

- Lent will begin on Ash Wednesday, Wednesday, February 18 (for a full Ash Wednesday Mass schedule please check Campus Currents)
- Every Wednesday Evening during Lent, Villanova University will host the Sacrament of Reconciliation and Stations of the Cross
- Safe Zone Training is scheduled for this Friday, January 30, 2015 from 3:30-5pm in Bartley 1010
 - The purpose of the Safe Zone program is to provide safe spaces on campus where support and understanding are promised and where bigotry and discrimination are not tolerated. By placing the Safe Zone symbol on their door, Safe Zone

volunteers signify that within their space all people will be treated with respect regardless of race, ethnicity, national origin, gender, sexual orientation, class, religion, age or ability.

- To sign-up, contact Teri O'Brien ASAP (teri.obrien@villanova.edu)

College of Nursing, Kristin Barkdoll:

- 2/17/15 – College of Nursing Lecture – Medication Safety: Empowering Nurses Beyond the Five Rights, Driscoll Hall Auditorium, RM 132 – 5:30- 7:00 pm
- 2/19/15 – College of Nursing Lecture – Clean Air Standards
Driscoll Hall Auditorium, RM 132 – 5:30 – 7:00 pm

**Next USC Meeting: Monday, February 23, 2015
2pm, West Lounge, Dougherty Hall
Presenter: Alice Lenthe
All are welcome!**

List of New University Staff Council Representatives:

Academic Affairs: 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

Law School: Megan Jacobs

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

Office of the President: Regina Sorgini

University Communication: Emily Walsh

Public Safety:

School of Business: Lindsey Kriegel

Student Life: Amber Grier

UNIT: Crispin May

Presidential Appointee: Chrissy Quisenberry