



USC Meeting Minutes February 23, 2015

In attendance: Kevin Grubb, RaMonda Crosby, 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, Regina Sorgini, Emily Walsh, Chrissy Quisenberry, Lindsey Kriegel, Amber Grier, Crispin May, Leyda Benitez, Pat Haley, Eric Welsh, MaryGrace Salomone, Alice Lenthe

Meeting Minutes:

Emily Walsh—Welcome & Introductions

Emily Walsh—Offered a Reflection, titled a “Prayer of New Beginnings”

Emily Walsh, Kim Reilly, Kevin Grubb, and Megan Jacobs—The new Executive Board Committee offered an introduction to each of their backgrounds.

Alice Lenthe—Environmental Health and Safety. Pat Hailey, MaryGrace Salomone, and Eric Welsh.

- It is the policy of VU to demonstrate respect and care for the health and well-being of people and the environment in everything that we do.
 - Ways that we accomplish this:
 - Safe Work Environment.
 - Compliance with Federal, State, and Local environmental standards.
 - Safety Basics:
 - Evacuation and fire drill participation. Designated evacuation areas.
 - Safe handling of chemicals in the workplace to prevent injury. Letting all that come in contact with any environmental hazards have access to Hazard Communication Standard and the Safety Data Sheets (warnings, protective equipment necessary for handling, first aid) (Manufacturer, University, User.)
 - Injury Prevention. 72 injuries in the past year by slips, trips, and falls at Villanova University.
 - How can we prevent injuries? Drop it pick it up; spill it clean it up; take it out put it away; go where you are looking and look where you are going.
 - Report if you get injured at work and it needs more than general First Aid call Human Resources (Annette Lucidi) let her know.
- Environmental Basics and EH&S Services:

- Environmental Basics- Properly managing and disposal of all waste. Comply with State and Federal Regulations and support Sustainability. Asbestos and Lead identification, inventory, and management.
- Ergonomic assessments
- Hearing conservation protection
- Indoor air quality
- Laboratory Safety
- Pest control
- Training

Safety Committees-

- University Safety Committee
- Laboratory Safety Committee
- Radiation Safety Committee
- Biological Safety Committee
- Employee Safety Committee

If you see anything that seems like a safety concern can put in a work order or call grounds.

AREA/COMMITTEE ANNOUNCEMENTS:

Student Life: Amber Grier,

- Residence Life: RA recruitment started back in January and letters will be going out this week to notify students if they have been selected.
- LEVEL's annual Casino night will be held in the Villanova Room on Thursday, April 9. Please stop by their info tables at the Connelly Center for more information. Tickets will be sold soon on Villanovatix.com
- Center for Multicultural Affairs: the CMA office has 5 GA positions open (2 will work with freshmen, 1 with sophomores, and 1 as a Communication Masters degree). Applications can be found on the Graduate Assistants page. The application deadline is March 2
- CAT will be having their annual Staff Appreciation Day on March 17 in the East Lounge from 11:30am-3pm

Finance and Administration: RaMonda Crosby,

- Procurement is still in the process of training departments on Nova Pay, the new Procurement payment process
- The Controller's office will be conducting a Banner Finance Training session in the near future. Check Campus Currents for the scheduled date

Facilities Management: Liesel Schwarz,

- The University hired a new HVAC Manager, Joe Ungaro from Drexel University, who is a Construction Engineer.

Academic Affairs,

- VU is the nation's top producer of Fulbright students in the Masters Institutions category for the second year in a row

University Advancement: Judy Mulrow,

- [The Villanova Campaign to Ignite Change](#) currently stands at \$411 million
- Two student organizations supported by University Advancement
 - [Senior Class Gift](#) – The Class of 2015 is currently at 25% participation with the goal to exceed 60% participation. The Class of 2014 set a new SCG record with 57% participation. Gifts support over 55 areas on campus.
 - [Student Alumni Association](#) – comprised of 30 student leaders who assist with events and host their own, including “I Love Villanova Day” on 2/26 from 10am-2pm in the Connelly Center. Share what you love about Villanova using the hashtag #ilovevillanova on social media that day!
- [Villanova Love Stories](#) - This February, we're celebrating Villanova alumni couples by showcasing your love stories and photos online. We invite you to join the celebration by sharing how you found love through Villanova. Over a hundred stories have already been submitted – [read them here!](#)

College of Engineering: Jeff Schwarz,

- March 10, 5-7pm Graduate Open House
- Villanova University College of Engineering was recognized among the nation's top schools in the “Best Online Graduate Engineering Programs” ranking by U.S. News & World Report. This marks the first year for the College in the publication's annual “Best Online Programs” rankings. In addition to earning the #27 overall ranking (out of 80 programs), the College ranked #13 in the “Student Engagement” category
- Dr. Gerard Jones, Senior Associate Dean of Graduate Studies and Research, explains what sets the College's program apart: “Villanova Engineering is excited to be among the best online programs in the country. Whether they're in the classroom or online, our knowledgeable and dedicated faculty and staff are student-focused and dedicated to presenting world-class technical content that is relevant and cutting-edge, and can be used immediately in the workplace”
- For the fourth year, U.S. News' “Best Online Programs” rankings include online bachelor's degrees, as well as online master's degrees in business, engineering, computer information technology, education and nursing. Only degree-granting programs offered mostly or entirely online were considered. Ranking of online engineering programs is based upon factors such as academic reputation among peer institutions, faculty credentials, student services and technology, student engagement and admissions selectivity

Compliance: Leyda Benitez,

- Pennsylvania's Child Abuse Law was updated in December 2014. The new law states that Child Abuse reporting now includes all Faculty and Staff as mandated reporters. If child abuse is suspected the individual must alert the Department of Child Services then Dave Tedjeske or Ken Valosky. With this new law came changes to the definition of school. University is now designated as school. We will now have to background check all staff and faculty as a condition of employment as a requirement for work at Villanova

Human Resources: Annette Lucidi,

- Benefits Open Enrollment begins April 17th and ends on 29th.

Enrollment Management: Erin Spina,

- Admissions Office has received 16,180 incoming freshmen applications for the 2015-2016 academic year. This is a new record for Admissions applications received for Villanova
- They are in the process of interviewing applicants for Villanova and Presidential Scholarships
- Meanwhile, the Office of Financial Assistance is in the process of reviewing all FAFSA & CSS Profile applications to go out with tentative awards to accepted incoming freshmen by the last week of March

Athletics: Liz Masucci,

- Women play Friday and Sunday

Office of President: Chrissy Quisenberry,

- Commencement Weekend, May 15-16th
- St. Thomas of Villanova Celebration, September 10-13th
- 175th Anniversary Celebration Fall 2016-Fall 2017. Mostly internal celebration as January 5th is the original founding date for the University
- New calendar system enhancement for reservations and Registrar. Can link through Campus Currents; should come out over the summer to next year
- Pope's Philadelphia Visit, September 24-25th. For more information on volunteering through Villanova, please contact Chrissy Quisenberry or Chris Kovalski

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

- Graduate and Adult Education Open House to be held on March 10, 2015 in the Connelly Center from 5:00 p.m. to 7:00 p.m.
- Registration for Summer Session 2015 opens on March 11, 2015
- Reminder that if you are thinking about taking courses, obtaining a degree or working on degree completion, stop into the College of Professional Studies in Vasey Hall or Stanford Hall to discuss your educational future and meet with an advisor

Villanova School of Business: Lindsey Kriegel,

- Marketplace Café: Sunday, March 15, 2015, 11am – 2pm
 - A networking event designed to connect graduate students and alumni in business and related fields
 - West Lounge, Dougherty Hall
 - Featuring “Active Presence” by Bobbi Block of Bracken Leadership, LLC
 - Register online at: www.villanova.edu/vwpm
 - Sponsored by the Villanova Women's Professional Network & the Graduate Women in Business Committee

UNIT: Crispin May,

- [University IT Security Awareness Program Update](#) - the goal of this ongoing training is for University students, staff and faculty to understand the risks in using today's technology and how to effectively defend against today's cyber threats. The University's IT Security Awareness Program centers on training and awareness material
- Nova Now Upgrades-The Nova Now mobile app has been updated with an improved user experience
- [vDesktop](#) (Virtual Desktops)- vDesktop is UNIT's virtual desktop technology that provides access to a high performing virtual machine through a variety of devices. vDesktop allows users to access Windows and various software applications via any computer with an internet connection
- [SkillSoft](#) 8.0 Online Training-Search or browse the course catalogs or videos to find your software training topics. If you don't have a Skillsoft e-Learning account, please contact the HelpDesk at x97777 or e-mail support@villanova.edu
- 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
- 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,

- Millicent Gaskell appointed the New Director and Librarian of Falvey Memorial Library. She is starting in May

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

- During Lent: Stations of the Cross every Wednesday in St. Thomas of Villanova Church
- Jim Ziolkowski, President, Founder and CEO of buildON a non-profit organization that builds schools in developing countries
- In St. Thomas of Villanova Church on March 19 at 7 PM.
April 2 from 10 AM to 12 PM Holy Thursday Faculty/Staff Retreat in CORR CHAPEL

College of Nursing: Kristin Barkdoll,

- College of Nursing Graduate and Adult Learner Open House – 3/10/15 @5:00 pm Connelly Center
- College of Nursing Lecture – What Does Accountable Care Really Mean? – 3/18/15 @5:30 PM Driscoll Hall Auditorium
- College of Nursing Annual Research Symposium – 3/24/15 @4:00 PM Driscoll Hall Lobby

Auxiliary Services: Meghan C. Smith,

- Dining Services is preparing for National Nutrition Month, for the month of March, NNM will feature a Veggie Mania Competition in all three Resident Dining Halls.
- All other information concerning Auxiliary services is available on the departments' respective websites: Connelly Center, Dining Services, Graphic Services, University Shop, and Conference Services

Staff Development Committee: RaMonda Crosby,

- The next Staff Development seminar is scheduled for March 3, 2015 from 12-1 pm in Bartley 1011

Villanova University Staff Council, in conjunction with Human Resources, is excited to offer a new training opportunity. Health Advocate will be leading a talk on “Communication Improved, Conflict Reduced” on March 3 from 12-1 pm in Bartley 1011. This training will cover effective communication essential for our professional and personal life. This interactive workshop focuses on nonverbal communication, active listening, and barriers to effective communication. The workshop will explore how we can learn to effectively resolve conflicts more productively and prevent conflict from occurring with greater understanding of our conflict styles and methods of communication.

To register please use the below link:

http://campusevents.villanova.edu/vuevents/EventList.aspx?fromdate=3/1/2015&todate=3/31/2015&display=Month&type=public&eventidn=11014&view=EventDetails&information_id=31235

Suggestions Committee: Crispin May,

College of Arts & Sciences suggestions to include Holy Thursday as a holiday

Emily Walsh- Question for the USC body: Should we invite the chairs of Faculty Congress to attend the USC meetings? The group responded yes.

Villagnome-Megan Jacobs nominated Allison Venella and Kim Reilly seconded the nomination.

**Next USC Meeting: Monday, March 23, 2015
2pm, Villanova Law School, 301 C
Presenter: Raymond Duffy
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