



## USC Meeting Minutes September 22, 2016

*In attendance: Emily Irving, Liz Masucci, Jeff Schwarz, Kim Reilly, Megan Jacobs, Kristin Barkdoll, Judy Mulrow, Annette Lucidi, Regina Sorgini, Lindsey Kriegel, Crispin May, Rob LeBlanc, Shawn Proctor, Liesel Schwarz, Katie Nadorlik, Erin Spina, Alissa Perez, Kevin Behrens, Susan Leighton, Chrissy Quisenberry, Angela Heinbach, Silas Thomas*

Meeting Minutes:

Reflection: Hope is a Thing with Feathers- Dickinson

### **Fr. Peter Donohue**

#### **USC Questions to Fr. President**

1. Since its creation in 2008, the USC has served primarily as a group to build community and recognize worthy colleagues with annual awards. Eight years later, the USC continues to serve in that role, but has taken on more responsibility representing the staff as issues arise (i.e. staff concern over arming/swearing Public Safety officers, Parental Leave policy changes, etc.). How do you envision the USC evolving now that it has established itself as a reliable representation of staff on campus?

Fr. President: *The USC's role within the university is as a representation of staff on campus. Continue to do just that; bring needs of staff up to the university.*

2. Now that the University Senate has dissolved, how would you like to see the USC working with its constituents across campus (i.e. Faculty Congress, Student Government, Administration, etc.)

Fr. President: *With the dissolution of the University Senate, Fr. President placed on the table a proposal for the formation of a University Council. This Council would be a university wide forum to discuss items, concerns, or directions for the University. The Council's USC representatives are filled by selection, nomination, or population to each of the proposed committees by the USC group. Nominees would then bring the status of the committee back to the group in the USC meeting.*

- a. *USC must approve or deny the proposal of the University Council.*
- b. *The chair and vice chair of each group (USC, Faculty Congress, SGA, etc.) would lead creating a lists of tasks for the Council to complete.*
- c. *The Council's meetings minutes will be posted and accessible.*
- d. *University Council is proposed to begin after Fall break.*

Q: Will the University Council have any decision making powers or will it just serve to make recommendations?

Fr. President: *Just recommendations. Not a legislative body.*

3. How will our transition to a national, research level institution impact the staff? Do you see the staff population changing or expanding?

Fr. President: *We were already a national research institution we are now just recognized as that by the rest of the world.*

4. What would you like to see the USC accomplish in the 2016-17 academic year? In the next three years? Five years?

Fr. President: *Your agenda is your own. Just accomplish what you want to see in the next year.*

5. How can the USC best serve the Office of the President this year?

Fr. President: *Just do what we have been doing. Serve the best interest of the staff.*

### **Chrissy Quisenberry- Event Coordinators Network**

175th Anniversary. Beginning in January 2017, the University will be kicking off the 175<sup>th</sup> celebrations, which will conclude in Dec. 2017. A Winter Festival will include fireworks, hot chocolate, an ice skating rink and a student gala. Also to be debuted; Villanova beer!!! by Cape May Brewing Co. Look to see in what ways your area can partner with the 175<sup>th</sup>.

Events Coordinators Network- The October topic will be general council and risk management in relation to events. In November there will be an update on construction and parking with events. December is the Christmas social and field trip to a location off campus. To register for one of Network's meetings please go to Villanova.edu/events. Submit event to university calendar. There are also links to helpful resources.

### **AREA/COMMITTEE ANNOUNCEMENTS:**

#### **Office of the Provost-Susan Leighton**

- Dean searches
- Associate Vice Provosts added
- Executive Director- Christy Irwin
- McNulty Center for Women's Leadership is looking for Director
- 2 retreats over the summer one for staff and one for Deans
- Updated website this summer all VPAA links must be updated to be accurate. Some Offices have been moved under that same directory as well.

#### **Administration & Finance –**

- **No Update**

**Athletics – Liz Masucci**

- West End Zone project will be completed in the next few weeks.

**Auxiliary Services –**

- No Update

**College of Engineering – Jeff Schwarz**

- No Update

**College of Liberal Arts & Sciences – Kimberly Reilly**

- No Update

**College of Nursing – Kristin Barkdoll**

- Graduate and Adult Education Open House – Tuesday, October 18, 2016 5:00 pm – 7:00 pm.
- Sustainable Careers Panel -10/20/2016, 5:00 pm - 7:00 pm- The President's Environmental Sustainability Committee (PESC) has gathered representatives from the fields of Nursing—Charlotte Wallace, RN, MS, Community Health Nurse and Environmental Health Coordinator, Anne Arundel Medical Center, Annapolis—as well as Engineering, Business and the Liberal Arts and Sciences to speak about how they used their degrees to create a sustainable career. Immediately following the discussion, enjoy a reception while networking with the panelists. Time: 5-6 pm Panel; 6-7 pm Networking Location: Garey Hall, Alumni Event Room.

**College of Professional Studies –Angela Heinbach**

- Graduate & Adult Education Open House Tuesday, October 18, 2016, 5 pm - 7 pm Villanova University is an ideal place to continue your education and work towards a graduate or part-time undergraduate degree. Villanova also offers a number of continuing studies certificate programs to enhance your resume.

Advantages of a Villanova education include:

- More than 100 graduate and certificate programs
- Passionate faculty dedicated to meeting your educational needs and goals
- Small, intimate classes that allow for personal attention
- Convenient evening classes
- Courses and programs available online
- Competitively priced education, with graduate assistantships and scholarships available
- All attendees receive an application fee waiver

**Enrollment Management – Erin Spina**

- Enrollment Management is excited to welcome our new Dean, J. Leon Washington who comes to us from Lehigh University. Dean Washington begun on September 1st, 2016.

- Stats for the 2016-17 incoming freshmen class: The Office of University Admission generated, processed and holistically reviewed the largest number of applications in Villanova's history. The University received a total of 17,270 (including a record high 9,371 Early Action) applications from 49 states, the District of Columbia, Commonwealth of Puerto Rico and 94 countries.
- The freshman to sophomore retention rate is 95% and a total of 10,383 students are enrolled for the Fall 16' semester at the University.

### **Facilities Management – Liesel Schwarz**

- Report worker injury. Use the [HR website](#) to file an injury.
- SEPTA station: New tunnel! And ADA accessible station
  - This is a SEPTA project that benefits the Villanova community
- West Lancaster Parking (L2)- Complete
  - The West Lancaster Avenue Parking (L2) area is open and the new right turn in and right turn out along with the new paving along Lancaster Avenue is also complete. We've installed an Electronic Message Board Sign, west of the new right in right out to direct permit holders and visitors headed to the Main lot into that driveway entrance, in hopes of reducing the congestion on Lancaster Avenue and Ithan Avenues.
- St Thomas Way, the new entry road west of Church drive – Target completion the end of November, 2016
  - We are moving the entry drive that is currently across from the Church, and the traffic light, about 30 yards to the west to allow for construction of the new bridge.
  - The new entry drive will be called St Thomas Way. We are tentatively scheduled to install the New Mast arm and traffic signals over Fall Break.
- Bridge- Target construction start in early 2017, complete December 2017.
- Road widening at Lancaster Avenue and Ithan Avenue Intersection – Tentatively will be complete end of Oct, 2016
  - Installing new Mast Arm, signal equipment and wiring
  - Mill and Overlay the paving on Lancaster Avenue and Ithan Avenues over Fall Break – Oct 10 through Oct 14th.
- Nevin Plaza and Parking area – Tentatively will be completed October, 2016
  - This is the extension of the left turn lane on North Ithan avenue. This work includes an enlarged plaza area at the traffic light, a new sidewalk running parallel to Ithan connecting at the Nevin driveway entrance.
  - No Parking in that area for the next Month.
- Ithan Garage (I1) Tentatively scheduled to be complete January 2017.
  - Precast delivery and installation is tentatively scheduled to be completed by the end of Fall Break – Oct, 2016.
  - Target is to open new garage after Christmas Break.

### **Sustainability:**

- Campus Sustainability Week!
  - Oct 18: "Tell Me Your Climate Story" –Idea Accelerator 8pm
  - Oct 20: Clothing Swap- Oreo 10:30-3:00

- Oct 20: Sustainable Career Panel- Garey 5pm
  - Graduates from VSB, Nursing, CLAS and Engineering
- Oct 22: Zero Waste Football Game (Homecoming)
  - Volunteers Needed- contact [Liesel.schwarz@villanova.edu](mailto:Liesel.schwarz@villanova.edu)

### **Falvey Library – Rob LeBlanc**

- [One Book Villanova](#)

### **Human Resources – Annette Lucidi**

- As part of our ongoing commitment to wellness, we are excited to announce that we will be having a team-based walking challenge starting on 10/3/16. In order to assist you in tracking your steps, Villanova will provide a contribution towards the purchase of a FitBit! for any faculty or staff member who took the personal health assessment and/or health screening. This contribution will cover the cost of a base model, but you can buy-up to a different style, if you prefer. Please refer to the email from Ray Duffy, dated 9/19/16, as well as the information from NOVAFIT! on 9/22/16. FitBit!'s will continue to be available to new NOVAFIT! participants, and based upon the participation in this challenge, more challenges may be offered.

Questions regarding the FitBit! may be directed as follows:

**Email:** [cwsupport@fitbit.com](mailto:cwsupport@fitbit.com)

**Phone:** 844-5-FITBIT (844-534-8248)

**Online:** <http://help.fitbit.com/cwsupport>

Questions regarding the NOVAFIT! program may be directed to Rose Clinton in Human resources.

### **University Advancement – Judy Mulrow**

- Homecoming 2016, October 17-24. Full schedule of events can be found on our website at [alumni.villanova.edu/homecoming](http://alumni.villanova.edu/homecoming). Weekend highlights include:
  - Friday, October 21
    - All Day: VUAA Volunteer Leaders Conference (invite only)
    - 4-5pm: Student-Alumni Homecoming Networking Event ([student registration link](#))
    - 5 pm: West End Zone Building Ribbon-Cutting Ceremony
    - 6-8 pm: Black Alumni Society Happy Hour
    - 7-9 pm: Young Alumni Homecoming Kickoff Social @ Flip and Bailey's
  - Saturday, October 22
    - 10-11:30 am: Men's Basketball Open Practice
    - Noon-3:30 pm: Homecoming Festival (new location: Riley Ellipse/Oreo/Connelly-Dougherty Plaza)
    - 3:30 pm: Homecoming Football Game, Villanova vs. Albany
  - Use our official Homecoming hashtag, #NovaHomecoming
- Campaign Update: \$569 million toward \$600 million goal. Learn more at [forthegreatergreat.com](http://forthegreatergreat.com).

### **Mission & Ministry – Fr. Joe Calderone**

- No Updates

#### **Office of the President – Regina Sorgini**

- No Updates

#### **Office of University Communication – Shawn Proctor**

- National Ranking: #50
- Villanova Magazine coming out soon
- Working on President's Report
- Extra National Championship magazines are available

#### **Presidential Appointee - Chrissy Quisenberry**

- 175<sup>TH</sup> Anniversary Events

#### **Public Safety – Kevin Behrens**

- Sworn Police Officers. Three Police Officers are currently serving the University with three currently in the Police Academy from internal applicants and two internal going to the academy in January and three external hires all will be undergoing Departmental and Universal extensive training. Departmental Members have completed Defensive Tactics Training and Firearms Training for all current sworn officers. In addition, all public safety/police completed Ethics and Community Policing Training in August. Diversity training with Major Ben Brooks is coming to conduct training with Public Safety/ police members in Oct. along with a week of Conflict Resolution Training. New Police and Public Safety patches have been updated and currently are being worn by departmental staff.
- Currently forming Faculty and Staff RAD Self Defense Training Classes during lunch hours. Also, Public Safety has been conducting Safety/Emergency procedures training with various staff departments. Please contact Deb Patch at 610-519-6983.
- National Campus Safety Awareness Day on 9/15 (very successful) raised /\$1700 for Rainy Day Fund.
- Nova Safe App

#### **School of Business – Lindsey Kriegel**

- Welcome to our new Dean: Joyce. E.A. Russell, PhD, The Helen and William O'Toole Dean of VSB.
- VSB introduced a new business analytics co-major to undergraduates, new this year (Fall 2016).
- VSB is teaming up with KPMG to launch a new Master of Accounting in Analytics, starting in Fall 2017:  
<http://www1.villanova.edu/villanova/business/newsevents/news/pressreleases/2016/0804.html>

#### **Student Life –**

- Parents weekend went well

#### **UNIT – Crispin May**

- UNIT's virtual desktop solution called **vDesktop** has been upgraded with a new look and feel to improve your virtual experience. vDesktop takes you to a clean and easy to maneuver entrance to deliver Applications (Apps) or a Windows 7 Desktop with a suite of applications designed to meet student and faculty academic application needs. Faculty and Students are encouraged to login with Villanova username and password and explore everything from Office to SPSS and more! <https://vdesktop.villanova.edu/>
- Microsoft Outlook Online for Faculty/Staff  
As part of Villanova's Office 365 service offering, faculty and staff email will continue migrating to Outlook/Exchange Online. Exchange Online is Microsoft's cloud-based email and calendaring application included with the Office 365 suite and available at [outlook.villanova.edu](http://outlook.villanova.edu)

### Features

- Email and shared calendaring with 50GB of storage space.
- Message size up to 150MB
- Improved Outlook Web Access provides anywhere access to email, calendar, and contacts on all major browsers and across devices.
- Global address list including name, department and phone information for all faculty and staff.
- Email contact data for all people, resources and lists in Exchange Online environment.
- Accommodates multiple personal calendars and group calendars.
- Built-in virus scanner.
- Custom configuration abilities.
- OneDrive Sharing with External Users
- UNIT is pleased to announce the availability of a new feature of Villanova's Office 365 OneDrive Storage Solution. Users of Villanova University OneDrive can now share files and folders stored on OneDrive with users outside of Villanova University. In addition to the 1 Terabyte of storage available, external sharing enhances the collaboration experience for all campus users. Login and start sharing at <http://office.villanova.edu>
- UNIT Winds Down Summer Wireless 2016 Upgrades!
- In May 2016, UNIT started the University's Summer Wireless 2016 initiative in phases to overhaul the wireless infrastructure in all south and central campus residential buildings. What this means for the start of the 2016-2017 school year, is that students, faculty, and staff can expect much faster and reliable wireless connectivity in these areas - in addition to south and central campus residential building as well as an increase to the connection speed of every device connected.
- By completing Phase I ahead of schedule, UNIT was able to get a head start, and complete several academic buildings including Bartley, Mendel, St. Augustine Center, White Hall, Chemical Engineering Building, and John Barry as well as key administrative buildings (Dougherty and Kennedy Halls).
- Please visit our [HERE](#) web site for more information regarding the next steps for the University's wireless infrastructure plan.
- Xfinity on Campus

- Beginning in the Fall Semester 2016, XFINITY On Campus is a new service from Comcast that changes the way students watch TV by delivering live streaming TV directly to their computer and select mobile and video streaming devices such as Apple and Android. Designed exclusively for students who live on-campus, this service provides students with the ability to watch live-TV from a pre-selected channel line-up and view content on-demand. Each student will also be able to upgrade their streaming service through an [exclusive portal](#) designed for Villanova students.
- Student Print Program--VPrint Upgrade
- The Student Campus Print Program (VPrint) has been upgraded to a Pharos based print system. This upgrade consolidates multiple print services and provides enhanced features such as mobile printing and improved administration tools. The VPrint program is designed to ensure that students have adequate access to printing resources in order to accomplish academic work.
- VPrint Stations are located throughout campus at: Tolentine Lower Level Lab, Falvey Library, Donohue Hall (South Campus Dinning Hall), St. Mary's Lounge, Driscoll Hall 207 and Bartley Print Center, CEER 104, CEER lower level and Connelly Cyber Lounge.
- Further information on VPrint can be found [HERE](#).
- Classroom Technology Summer Upgrades
- IT's Classroom Technologies team was very productive during the Summer of 2016! The following have been completed:

#### **Academic Area Upgrades**

- Tolentine and St. Mary Halls A/V Switcher Upgrades –The upgrade provides more reliable connectivity for BYOD devices and enhances the digital experience.
- Bartley 031 renovated for hybrid class and independent student recording use. Featuring 60” displays, annotation, wired and wireless A/V connectivity, cameras and microphones for A/V conferencing and recording.
- Garey Hall Classrooms – Converted 3 class rooms into 5 new learning spaces (3 classrooms and 2 seminar rooms). The area now features all new HD projectors, large electric projection screens, A/V systems and Crestron control. The seminar room have added features of audio conferencing and dual cameras for hybrid classes.
- Mendel Hall Upgrades - Mendel 189 new Geography Lab - In coordination with A&S, we installed a new A/V system including HD projection, wired device connectivity, audio system and Crestron control. And Mendel 154 - Updated the A/V system with all new HD projectors, HD cameras, Wacom annotation, Crestron control and streamlined presentation area.

#### **Campus Area Upgrades**

- Bartley Exchange A/V System
- The Bartley Exchange was completely renovated this summer. The beautiful new space received a brand new A/V system featuring 3 90” displays, 2 65” displays, wired and wireless device connectivity, Cable TV, digital signage, 17 indoor speakers, 2 outdoor speakers.
- Athletics – We provided consulting services during the West End Zone renovations for the new A/V systems designed and installed by outside integrators. And also installed new flat panel displays in several offices and team spaces.
- Falvey Library Griffin Room – Updated and now features a new HD projector, large electric projection screen, new system switcher and Crestron control.



- Public Safety Multipurpose Space – In coordination with Public Safety, we designed a brand new multipurpose space that features 2 80” LED displays, wired and wireless A/V connectivity and sound system. The new space will be used for training and presentations.
- Tolentine Provost’s Office – We worked with the Provost’s Office to design a new A/V system to compliment renovations to their office suite in Tolentine. The new system will serve the needs of the Provost and will be completed early this Fall.

### **Committee:**

#### **Elections – Emily Irving**

- No Update

#### **Communication –Judy Mulrow**

- No Update

#### **Staff Development –**

- No Update

#### **Staff Recognition – Liesel Schwarz**

- No Update

#### **Suggestions – Crispin May**

- Faculty Staff Lunchroom

#### **Community – Regina Sorgini**

- St. Agatha/St. James Soup Kitchen- The summer Soup Kitchen at St. Agatha/St. James went very well. There were 68 staff/faculty volunteers who participated, and the offices/departments who provided treats were very generous. Sign-ups for Treats 2017 will begin on Monday, Oct. 3<sup>rd</sup>. A notice will be placed in Campus Currents with the direct link.

#### **Executive Committee-**

- Parental Leave Committee

**Next USC Meeting is Monday, Oct. 24 @ 2:30 p.m  
All are welcome!**

#### **List of University Staff Council Representatives:**

Office of the Provost: Susan Leighton

Administration and Finance: Vacant

Athletics: Liz Masucci

Auxiliary Services: Ashley Scioli

College of Engineering: Jeff Schwarz

College of Liberal Arts & Sciences: Kimberly Reilly, Katie Nadorlik

College of Nursing: Kristin Barkdoll  
College of Professional Studies: Angela Heinbach  
Enrollment Management: Erin Spina  
Facilities Management: Liesel Schwarz  
Falvey Library: Rob LeBlanc  
Human Resources: Annette Lucidi  
University Advancement: Judy Mulrow; Emily Irving  
Law School: Sarah Ponzio  
Mission & Ministry: Father Joe Calderone, O.S.A.  
Office of the President: Regina Sorgini  
University Communication: Shawn Proctor  
Public Safety: Kevin Behrens, Megan Jacobs  
School of Business: Lindsey Kriegel  
Student Life: Alissa Perez  
UNIT: Crispin May  
Presidential Appointee: Chrissy Quisenberry