

Administrative Faculty Senate
Minutes
Friday February 20, 2004
University Student Center

Present: Jim Dixon, Sal Rizza, Trish Lenda, Monica Raffone, Greg Johnstone, Heather Stearns, Judite Fernandez, Becky Butera, Cathy Christie, JohnYoung, Chris Piscitelli, John Rochette

Call to order

Sal Rizza called the meeting to order at 1:45pm

John Young made a motion to accept minutes from 11/7/03 as read. Greg Johnstone 2nd the motion.

Discussion

Monica Raffone suggested calling Beth in the President's Office to secure a meeting spot for President Norton to attend the 5/14/04 AFS meeting.

John Young proposed that the executive board draft the welcome letter and bring it to the next meeting. It was also recommended to attach a membership roster & mission statement to the welcome letter.

The invitation to the 5/14/04 meeting will be separate as the welcome letter and refreshments should be provided at that meeting as well.

The issue of student workers not getting paid on time was discussed and John Young had suggested contacting the new VP of Human Resources to discuss this issue.

Greg Johnstone had mentioned the idea of getting students paid through petty cash.

Chris Piscitelli will follow through with this issue by speaking to Jim Blake directly.

The Administrator of the Year Award committee will set up a date/time within the next week to discuss criterion of the nominations.

Other Issues

Jim Dixon stated that there are now 60 or more spaces in Lot 7, however the repainting of the lines cannot be done yet because of the cold/inclement weather.

As a group, the position and duties of the university's ombudsman was discussed.

The lack of staffing in the Extended Learning office is still a concern as to the question of where are part-time non-matriculated students to go for advisement once the office gets into its busy time. Chris Piscitelli had stated to Monica Raffone to discuss the severity of this issue with Pat Whelan and if help is needed Chris will speak to Ellen Beatty.

Heather Stearns confirmed that the Admissions office would not be accepting new freshman applications for the Fall 2004 semester after 7/1/04 and no new transfer applications after 8/1/04.

Jim Dixon stated that the university hired 2 new officers and part of their field-training requirement was to introduce themselves to the SCSU community by visiting offices.

Adjournment

John Young motioned to adjourn, 2nd by Sal Rizza.
Meeting was adjourned at 3pm.

Minutes recorded by:
Trish Lenda, AFS Secretary