Operating Staff Senate Meeting Minutes
April 20, 2016
10:35 a.m. – 11:25 a.m.

OS Speaker, Kathy Peverly, opened the meeting at 10:35 a.m. and asked Pat Bahr to request approval of the last meeting’s minutes. Pat mentioned that the March OS meeting minutes had been posted on the OS blog and asked the members for a motion to approve. A motion to approve the March meeting minutes was made by Kara Barker, seconded by Chris Chiocca and unanimously approved.

Kathy Peverly asked for the Treasurer’s report. Treasurer Debbie Cole stated that there was $9,049.36 in the general fund, before $5,000 was deposited into the scholarship payout account and $2,000 was deposited in the endowment fund. This leaves with $2,063.86 remaining in the general fund.

Kathy asked for department updates, and there were none. She then asked those who attended the Town Hall yesterday to raise their hands. Many attended, and there were no questions. Two members raised their hands indicating they wanted to attend but were unable to attend.

Committee reports

Kathy mentioned that the reports for committees would be posted on the blog, with the minutes.

Nominating Committee – Karen Schaffner stated that the Operating Staff Senators & Committee 2016-2017 nominating ballot was emailed to OS members on Monday. Nominations closed on April 30th. Karen encouraged all to complete the poll, nominate colleagues and to be sure to nominate the person from the appropriate division. Please contact Karen if you have questions (kjschaffner@plymouth.edu or ext. 5-2983).

Fundraising Committee – Nikki Nunes stated that the Dodge Pie event was canceled due to unanticipated cancellations from a few participating VIP volunteers.

PAT Observer – report was submitted by Kara Barker (attached).

President’s Commission on Diversity – no report as noted by Laurie Reed.

Honorary Degrees and Awards - no report as noted by Laurie Reed.

Technical committee – no report as noted by Amy Rice.

Faculty Meeting Minutes -April 6, 2016 Meeting by Kit Otto, OS Faculty Observer:
Most of the April meeting focused on a motion from the 4-credit Task Force, recommending “that the faculty endorse a plan allowing interested programs to transition to a 4 credit curriculum.... Programs wishing to remain in their current credit format may do so.” Some faculty in support of the motion wished the university would convert entirely to a 4-credit curriculum; other faculty members noted that a four-credit curriculum actually takes away teaching time; some cited the difficulty for students during a transition period. The motion passed with some nays.

Meanwhile, the recent vote of the faculty in favor of union representation (by the AAUP) is historic.

Welcoming Committee – Kathy Peverly mentioned that we have a new Parking Enforcement Officer, Jeffrey Meier. Barbara LaJeunesse noted in her report that he started 3/21/16. Stephanie Mackay-Oleson said that Jeffrey worked for Holderness Police Department and is a retired Sargent from Lincoln PD. He will have status as a part-time officer as well.
Distinguished Operating Staff Award (DOSA) nominating forms were distributed at the meeting and emailed to OS members. The nomination deadline is Friday, April 22nd. Chris Chiocca received two nominations to date. Kathy said that the DOSA winner will be announced at the next OS meeting on May 11th and will be invited to attend the president’s Honors Reception that evening.

Committees Workshop: OS members were asked to form groups to:

1. Review committee purpose, functions and compositions as per Bylaws
2. Discuss relevance, improvements, what works what doesn’t, suggestions for change
3. All OS members were invited to comment on any and all committees
   a. Those not on a committee participated in a committee of interest.

Karen Schaffner suggested that with 70-75 people leaving campus the OS and PATs should consider combining their governance. Groups were well attended and actively discussed the current Bylaws and reviewed PAT Bylaws for comparison. Notes were submitted to Kathy Peverly for OS Executive Committee review and recommendations.

50/50 winner: Debbie Underwood won and $11 will be deposited in the OS Scholarship Fund.

Refreshment Volunteers: Katherine Melanson and Nikki Nunes—thank you!

Speaker Kathy Peverly thanked all and the meeting was adjourned at 11:25 a.m.

Respectfully submitted by: Pat Bahr
PAT meeting April 8, 2016
report submitted by Kara Barker

**Guest speaker:** Three of four past PAT Scholarship recipients. Taylor Fournier, Assaya, and Brittney Faulkner. All three students thanked the PAT and shared how the scholarship helped them. Students were articulate and grateful.

**New PAT:** Lori Tetley with the Budget & Accounting Svcs.

**Speakers report:** Terri did not have a lot to share. She asked to go around the room for introductions since that has not happened since September meeting. The President sent an email regarding the upcoming Town Hall Meeting with the Change Consultant; Howard Teibel. There will be a notice going out for the upcoming open sessions with the consultant. It will likely be three sessions in mid-April.

**Treasurer’s report:** Nothing new, balance will be submitted for minutes

**Committee Reports:**

Administrator Selection (Read by Terri Potter): AVP for Enrollment Management committee selected 5 candidates for phone interviews. And have narrowed that group down to 3 on campus interviews. More information to come regarding dates of visits and open sessions.

Athletic Council: No Report

Fundraising: No Report

Governance: the group met on 4/1 to review bylaws. There was much discussion regarding the Administrator Selection and Review process. It was determined that the Bylaws for Faculty/PAT/OS are inconsistent, more review is necessary. Frank plans to invite OS to join them at the next meeting.

Honorary Degrees and Awards: No Report

Media Advisory Board: No Report

Nominating and Balloting: Nominating form will be sent on Monday

Observer to OS: No Report

Observer to Student Senate: Steve Temperino was the guest speaker He shared UPD vision and spoke about campus safety, spring fling. Jim Hundrieser was the PA present. He talked about the AVP search and Julie returning to faculty and Jim’s departure. Also there was discussion about the Nursing program under review b/c of scores on standardized test NCLEX. Changes will be made to the program including admitting students in their sophomore year (allowing more time to prepare students for test)

Parking Committee: Will meet on April 20th
PBLG/URSA: a survey about the URSA process will be coming soon.

Professional Development: Funds are exhausted this year.

Representative to the Faculty: There was continued discussion about a 4 credit model and the findings of the task force. Information was also provided in Julie’s Provost Report this month.

Safety: No Report

Scholarship: There were 13 applications they will be reviewed on Friday 4/15

System Human Resources Committee (SHRC) “Shrek or Shark” The large packet from the last meeting will be attached to the minutes. There was discussion about the makeup of the committee and whether Unionized members were eligible to participate (Keene—now and PSU faculty-if unionized) It was determined that they could not be members of the committee and that issue that are pertinent to them should be addressed with union bargaining representatives.

Welfare: Faculty unionization, what impact does that have on PAT/OS (ex. If COLA were negotiated though union, where would that $ come from...would it create the need for RIF on non-unionized staff?) This will be discussion as we move forward.

Old Business: 40th PAT celebration is scheduled for Friday, May 6th from 4-6 in Heritage

New Business: There are no longer tutors available, but students that need support are encouraged to visit the pass office for a study skills support. Women of the Whites is an ongoing exhibit at the Museum of the White Mountains. Housing selection is underway. If students share concerns, refer them to Res Life. Incoming class—inquiries are high and admitted student days have been successful. Not quite as high as last year but good. Please continue to greet prospective students and families when you see them on campus. You engagement is an important part of the process.

Motion to adjourn