Staff Assembly Meeting Minutes

Wednesday, February 12, 2025

**Ryan Family Support – Darcy Vangel**

* Student life is collecting funds that will be used to purchase gift cards for the Ryan family (grocery stores, Door Dash, local restaurants, etc.)
* If you and/or your department would like to make a monetary donation, please Venmo @Averie-Bye-Dickerson
* Opportunity to donate time – staff members can donate one day of PTO so that Jess can take as much time as she needs
  + Darcy has forms to fill out to donate one vacation day – please see her to fill in the form

**Inclement Weather Policy for Staff – Darcy Vangel**

* When the college has a snow day and the college is described as closed, it is not expected for employees to work remotely
  + If remote work is expected on a college closure day, it will be explicitly stated

**HR Updates – Darcy Vangel and April Girardin**

* Employee Appreciation Day – Friday, May 9th
  + Kicks off summer Fridays!
  + Employee Appreciation Day request – submit an old photo of yourself and the approximate year – submit a digital copy to Darcy within the next month
* Wellness Fair – April 15th
  + Brainstorm discussion for how we can switch up the offerings at the Wellness Fair this year
  + Email April more ideas as they come to you
* Fitness Center on campus is free for staff to access on campus
* Open Enrollment is coming up in May
* Mentorship program – still need volunteers for mentors and mentees. Link to sign up here:
  + [Mentees sign up](https://forms.office.com/r/3E7NuUw4yX)
  + [Mentors sign up](https://forms.office.com/r/MKBxcpj10H)

**Upcoming Events – Cari Cyr**

* Over 85 applications for RAs and OLs – thank you for all your recommendations!
* Orientation – Soph Schoenbeck, Jack Clifford, and Luis Vargas are the 2025 Orientation Coordinators
  + June 11 – 12 – Session I
  + June 16 – 17 – Session II
  + June 21 – 22 – Session III
  + All three sessions, family and guests are eligible to stay over
* Bison Shuttle – coordinate with Cari if you would like to utilize it
* Clubs and Advisors – over 39 active clubs
  + Working on ensuring that clubs are student-centric and changing up processes
* 50 student events over the next 9 weeks! Examples:
* Casino Night – in search of volunteers (14 needed)
  + February 28th 8 – 11pm in Fels Main Lounge
  + Email Cari if you’re interested
  + You will be trained ahead of time
* Barn Babies – April 1
* April 7 – 11 – Sexual Harassment Awareness Week
* April 14 – Student Employee Appreciation Day
  + Brainstorm in your department how you can show appreciation for them
* April 21 – First Generation Ceremony

**International Updates – KMP**

* Changes from Trump Administration impacting immigration/international students
  + Schools, hospitals, and churches – ICE agents cannot come
* We do not anticipate any issues on campus, but there is a protocol:
  + If approached by an ICE agent, police offer, etc., and asked about an international student, first ask them for identification, then send to KMP or public safety
* Border control and ICE agents are being told to enforce rules/regulations – please make sure students are being safe and following rules.
  + Example: underage drinking and marijuana use are federal offenses that could result in deportation. Students need to be on their best behavior all the time. Students should not be doing any jobs that result in being paid “under the table”.
  + I20s need to be signed by KMP or April and need to be carrying that paperwork whenever they are travelling (even travelling domestically)
* Fees will be waived for international students who need to stay on campus over spring break

**Spring Staff/Faculty Home Games – Janet Newman**

* Kudos to Beth for stepping in to help with staff council elections
* Spring 2025 Staff/Faculty Game Schedule
  + Friday, January 31 @ 5:40pm Women’s Ice Hockey v Johnson & Wales
  + Wednesday, March 26 @ 4pm Women's Lacrosse v Wentworth
  + Friday, March 28 @ 7pm Men’s Volleyball v Southern VA
  + Tuesday, April 1 @ 4PM Men’s Lacrosse v Endicott
  + Tuesday, April 8 @ 3PM and 5PM Softball double header v Clark
  + Friday, April 11 @ 3:30pm Baseball v Johnson & Wales
  + Saturday, April 12 @ 2:00pm Men’s Tennis v Curry
* There is an outlook calendar distribution with invites to these games – please reach out to Beth Gionfriddo if you would like to be added to the distribution

**Staff Council Elections Process – Beth Gionfriddo**

* Please read the attached document regarding the staff council election process. Please share any thoughts, feedback, questions, or concerns with a steering committee member so that appropriate adjustments can be made
* Aside from the 10 council members, there will also be committees that anyone can serve on!
  + We are looking for committee ideas that can benefit the college – please share your ideas with the steering committee

**Career Fair – Beth Gionfriddo**

* Career and Internship – Tuesday, February 18th from 2 – 4pm
* 67 employers coming
* List of alumni attending will be sent out on Friday
* Check out Beth’s podcast: Bison Breakthrough
  + Career readiness focused
  + Reach out to Beth if you want to be a featured guest!
  + Find it wherever you get your podcasts

**Open Forum**

* Please be sure to sign up to be a Commencement volunteer! There should be at least one person per department represented. See Maureen’s email with the link to sign up.
* Admitted Student Reception is Sunday, April 6, 2025
* KMP is considering starting an indoor walking club – getting a group together to walk the indoor track during lunch time
  + Reach out to her if this is something you would be interested in