

PAT Meeting Minutes

Friday, September 15, 2017

8:15 a.m. – Newfound Room, Prospect Hall

**Student Support Foundation Food Pantry donations will be collected at our September meeting.*

Welcome

Per Janette Wiggett's request we will try to include an approximate head count for each meeting. There were 38 in attendance during today's meeting.

Guest presenter: PSU Conference and Events Services, Tamara Cocchiarella

Tamara Cocchiarella and Mary Hill presented ([slides are available here](#)). Tamara gave an overview of her staff and their functions. She talked about her area promoting the mission of PSU through events. A big accomplishment was getting the [Campus Calendar](#) in place. They have also created an inventory of campus signage. Mary Hill talked about using [25Live](#) for room reservations. Mary advised when making reservations that individuals should be clear in the descriptions (avoid acronyms). Plan ahead and make sure setup time is built in and noted accordingly. Outdoor events should have a rain plan. She described some changes to the system – including how inviting cabinet members triggers certain behavior...as does catering. She talked about the event “partners” they work closely with – Marketing Communications and Creative Services (MCCS), Physical Plant, PSU Dining, Classroom Technology, and University Police. Individuals should wait to receive a confirmation before announcing or publicizing the event. Mary also gave a number of hints and suggestions that should be considered in the event planning process.

Acceptance of Minutes: (Recorder, Dave Carpentiere) Unless there are corrections, we shall enter the minutes of the August 18, 2017 meeting as approved.

The minutes were accepted and approved.

- **New PAT's:** (Speaker Elect, Jo-Ann Guilmett)

Jo-Ann announced the following new PATs:
Sara Swindland – Admissions Officer, Admissions
Jennifer Whitcher – Counselor, Counseling Center

- **Speaker's Report:** Janette Wiggett

Janette submitted the following report:

There's been quite a bit of activity on campus since our August 18 meeting. The President welcomed the start of a new academic year with his remarks during University Days- which offered three days of professional development and collaborative exchange among faculty and staff. Following University days was Cluster Day- dedicated to advancing the launch and implementation of each of our 7 integrated clusters. New students arrived- and we offered the session E orientation, followed by Panther Days and Panther Nights, returning student move-in, welcome week, and the start of classes. Each and every of the initiatives takes a campus. I encourage all PATs to reflect on their own participation and contributions to the events and

activities that get our academic year underway- consider the ways in which all can support the continuous improvement of our collective efforts. Share your feedback, insight, and lived experience about University Days, Panther Days, and Move-in so that PSU can put it's best PAW forward for next year!

If you have not read the Undergraduate Experience by Peter Felten and John Gardner, I strongly encourage you to get your hands on a copy- if not to read in its entirety, to review the action principles: Learning Matters, Relationships, Expectations, Alignment, Improvement, and Leadership . There will be more campus discussion about this book in January during January Jamboree.

We will continue having monthly featured presentations from campus colleagues- much thanks to our PSU Events team today for being first. In October we will welcome the Transition Leadership Team, and in November Vice President Paula Lee Hobson will provide us with an update about our University Advancement initiatives.

President Birx has called the campus leadership group (speakers of the constituent groups) to meet for the first time this year on Friday, 9/22. If you have recommendations for conversation that have not already been brought to Welfare, please contact me. I will be communicating with the Executive team prior to the meet with President Birx next Friday.

I'm grateful for the sharing and announcements offered during last month's meeting. I'm hoping that is something that will continue so that we, as PATs, can model and practice increased and improved communication.

- **Treasurer's Report:** Ron Patterson

(Report submitted / available on PAT Blog)

- **Committee Reports:**

Welfare: Ted Wisniewski (Chair), Drew Guay, Lauren Lavigne, Diane Tiffany, and Jane Weber

Ted reported that the committee met yesterday. They had a light agenda. They reviewed their previous meeting. They have not received anything from the constituency. They talked about understaffing through the campus and felt most areas were "in the same boat" regarding this.

Athletic Council: Denise Normandin & Drew Guay

Their first meeting will be in October.

Fundraising & Scholarship: Jason Moran, Jessica Dutile, Lindsay Page, Ava Tyler, Leslie Castonia, Tamara Cocchiarella

They are meeting next week.

Governance: Dave Gyger (Chair), Jon Graton, Jeremy Heidenreich, Diane Tiffany

(NO REPORT)

Nominating & Balloting: Marissa Lischinsky, Ted Wisniewski, Melinda Barnsley, Chris Lee

(NO REPORT)

Observer to the Operating Staff: Patti May

Their first meeting will be next week

Observer to the Student Senate: Brian Dye

(Report submitted / available on PAT Blog)

Professional Development: Kelsey Donnelly, Crystal Gaff, Patti May, Eric Pavesic, Angie Ricciardi

(NO REPORT)

Representative to the Faculty: Mary Campbell

(Report submitted / available on PAT Blog) - Mary told the group that the Faculty meet on the first Wednesday of each month.

Safety: Robert Bruemmer & Katie Caron

Katie presented. She asked if we had any questions regarding the recent Hyde Hall project and the impact on building usage. She gave a quick summary of what happened. As part of the renovation a new fire alarm system was being installed. At the same time the old fire alarm system was supposed to stay intact but during installation the old system failed. As a result we could not occupy the building safely – so they had to push to get the new system up and running and in the interim they had to restrict occupancy of the building. It's now all set. She understands the frustration. She also talked about two Grafton hall issues....fire extinguisher was used in a room and set off the fire alarm. Also a curling iron caught a tissue box on fire. She is working with Amanda Grazioso in Residential Life regarding some student education. She stated the Safety committee is waiting a bit longer to meet. They want to give faculty representatives some time to get up to speed at the start of the semester. Their first meeting will be in late September. Jeff Furlone asked a follow-up question regarding Hyde – he asked for clarification regarding classes being moved during the first few day. He had heard some faculty may have cancelled class but was not sure if that was just a rumor. Was there a plan for those faculty who didn't have space? Katie said they worked extensively on this. The Registrar's Office and Mary Hill worked to relocate them off of first floor of Hyde as needed. When they had to close the building – it was a combination of other locations, outside classes, assignments, virtual classes. Katie surmised that some may have cancelled but those were probably due to the last minute notifications or confusion regarding options.

System Human Resources Committee (SHRC): Joye Cushing & Dave Carpentiere –

Dave Carpentiere shared that there was no report and that the first meeting is being scheduled soon.

- **Old Business:**

(NONE)

- **New Business:**

(NONE)

- **Announcements:**

- (Rodney Ekstrom): Rodney talked about [Homecoming and Family Celebration](#). Brian Dye joined in and shared some planned activities during that week from PACE. Angie Ricciardi asked if PSU has talked with the community about impact of events (traffic, noise). Bryan told Angie that Steve Temperino had worked on this with the town so we should be covered in that respect. Additionally, the company doing acoustics uses tools to analyze noise and location to better identify the location with smallest impact. The campus is offering overnight accommodations in Geneva Smith for the Homecoming / Family Celebration weekend but nobody is interested at this point. Rodney thanked Amanda Grazioso....and the events planning staff for their help with this.
- (Denise Normandin) – Denise revisited some of the email announcements of events coming out of HR. She reminded us of the Healthy Living Summit ([See flyer](#)). She talked about the Healthy Campus 20/20 with president Birx’s endorsement. She is looking forward to getting the On the Move results from our last sessions – we should have them in the next few weeks and she will share them. They are launching On The Move University – we will be part of the pilot program. Information will be coming soon. Denise reminded us that USNH Open Enrollment along with the benefits fair is coming in October. Biometric Screening has also been scheduled – a mailing went out from Cigna – we will receive the info / dates / etc in the mail. The Benefits fair will be Oct 26th.
- (Jeff Furlone) – Jeff stated we only lost 2 students to the “zero tolerance policy” during panther days. One of them will come back in the spring. Last year we had 14 violations so this is greatly improved. He worked with Enrollment Management on the academic deferrals. Jeff’s office has seen 47 care cases – which is consistent with past. No behavior issues with tailgating that Rodney had mentioned – that event seems to go well. He talked about the retention team. The Counseling Center is still seeing the increased need for services by students...but they are managing it well. They are currently down a position and working to fill it. Since the start of the term there have been 60 students in Frost House for conduct issues (55 of them were alcohol). Some were found not responsible. They are seeing a reduction in the stigma of coming to Frost. They are looking at correlating behavior with panther day attendance (Joyce Larson maintained this Panther Day attendance data).
- (Jessica Dutille) – Jessica announced that she has moved to Center for Transformation. She is still focusing on student preparation for off-campus engagement.
- (Olubukola Olugbemi – “Bukky”) Bukky informed us that the – SSF (Student Support Foundation) has moved to Belknap hall. She encouraged us to consider donating canned goods and other non-perishable items during PAT meetings.

- **Motion to Adjourn!**

(adjournment)