

**Staff Work Life Committee  
Minutes  
April 16, 2021 – 1:00 p.m. (via Zoom)**

Attendance: Rita Mannelli, Thomas Keilman, Ann Knaak, Valarie Wilson

Absent: Jon Fleming, Jazzmyn Ivery Robinson, Stacey Stehle

Ex Officio: Cynthia Cusimano (HR Representative), Patrick Richey, Cathy Stevens

Guest: Deborah Winslow-Schaber, Interim AVP for Human Resources

Deb Winslow-Schaber attended the Committee meeting as guest to gather ideas and input answering the guiding questions that President Beth Paul posed in her email to the Nazareth Community on April 15, 2021 (Naz Workplace Updates).

1. As you reflect on the past year and the many ways in which we adapted our work, what adaptations worked better than pre-pandemic approaches in educating and supporting our students and should be continued? What adaptations were less effective for our students' learning experience and therefore should be discontinued?
2. What adaptations worked better than pre-pandemic approaches in facilitating your work and well-being? What adaptations were less effective in facilitating your work and well-being?
3. How do we live our value of equity as we define our emergence, ensuring that all members in our community are supported for optimal success?
4. How do we continue to build our relationships and community? How do we continue to develop a culture that people want to be a part of and participate in?
5. How do we best meet the needs of our students and continue to offer valued flexibility to our employees?
6. How do we empower supervisors and managers with the right tools to lead this transition?

The committee's response to the above questions were compiled and forwarded to Deb Winslow-Schaber on April 19, 2021. A copy of that compiled responses is attached. Those ideas will be used for long range planning as Nazareth is transitioning to a post-pandemic campus and moving our community forward.

No further agenda items were discussed. The meeting was adjourned at 2PM.

The next meeting is scheduled on May 16, 2021 at 1:00 p.m.

Respectfully submitted,

Ermindia Hugh

Attachment

**Staff Work Life Committee – April 16, 2021**  
**Conversation with Deb Winslow-Schaber to Discuss Return to Work**

**Questions to discuss:**

1. As you reflect on the past year and the many ways in which we adapted our work, what adaptations worked better than pre-pandemic approaches in educating and supporting our students and should be continued? What adaptations were less effective for our students' learning experience and therefore should be discontinued?

- Offer diverse array of learning opportunities
- Student-faculty relationship was important and valued by our students
- Faculty providing students with various ways to connect with students (text, phone call, email)
- Student Services – ability to zoom with prospective student that cannot come to campus with questions
- Virtual Tour Offering – great first steps to introduce Nazareth College especially for those who would not consider to come
- Able to accommodate transfer students with their schedules to answer their questions from different department
- Through Zoom student was given one on one attention
- Admission office brought people on campus through different mode of delivery
- That Nazareth has managed to stay open while neighboring schools were closed

Negative:

- Some students are struggling with online format
- Missing in person interactions from academic perspective
- Not everyone has a good WIFI connection, especially in the RCSD and some need in person connection due to other circumstances
- Hard to find the flow and read body language with Zoom.
- Building hours closed at 10PM - would like the time extended for study groups (*The 10PM closing was due to the environmental availability staffing*)
- Keeping the Forum, Shults Community Center open 24/7 for those students getting together to de-stress outside their dormitory
- Health & Counseling's office hour availability

2. What adaptations worked better than pre-pandemic approaches in facilitating your work and well-being? What adaptations were less effective in facilitating your work and well-being?

- A/P – huge success with 100% electronic processing and good for sustainability
- Flexibility to continue to perform the job (with at home school age children)
- Value the freedom of choice for hybrid options – productivity and retention of staff

3. How do we live our value of equity as we define our emergence, ensuring that all members in our community are supported for optimal success?

- Some jobs can't be done from home
- Some jobs need face to face interactions
- Work overload – regular job and COVID related job

**Hard to define the value of equity.**

4. How do we continue to build our relationships and community? How do we continue to develop a culture that people want to be a part of and participate in?

- Create an environment as a work place of choice
- Honest communication – relationship building
- Faculty and staff – feeling of being taken care of essential things
- Goodwill/caring attention

5. How do we best meet the needs of our students and continue to offer valued flexibility to our employees?

- Making sure that they are getting in-person help
- Keep the student engaged
- Mindful of asking them what they need

Negative:

- Feeling dismissed
- Not feeling trusted to do their job
- Second guessing with decision made – what is the repercussions?

6. How do we empower supervisors and managers with the right tools to lead this transition?

- Provide guidelines on how to: meeting remotely, how to communicate events
- Notify your team that you are working remotely
- Flexibility – talk about timing

Other: Amount of Stress Due to:

- Pandemic
- Work Balance
- Restructuring
- New Leadership
- New Expectation