Meeting Minutes

The meeting was held in the Claeys Lounge – Soda Center, Saint Mary’s College, Moraga, California

Council Members Present:
Michael Viola          Natalie McCosker
Laurie Aguirre        Carolyn Morris
Carol Firestone       Claudine Roselle Puente
Sally Jamison         Annalisa Schienbein
Ryan Lamberton        Donna Ubeda
Rick Koerlin          Sarah Vital

Council Members with Excused Absence:
Chandra Commer          Karen Miller
Tim Farley              Mark Splain

I.  Call to Order

Council Chair Michael Viola called the meeting to order at 12:05 pm

II.  Role Call

Committee secretary Claudine Roselle Puente took roll.

III. Audience Participation – Open Forum

Notes for the Open Forum were distributed to staff on December 29, 2009. Refer to the attached “Audience Participation” notes.

IV. Approval of the October & November minutes and Secretary’s Report

Sally Jamison motioned and Carol Firestone seconded to approve the October 2009 minutes. Minutes were approved unanimously. In addition, Sarah Vital motioned and Carolyn Morris seconded to approve the November 2009 minutes. Again, minutes were approved unanimously.

V. Treasurer’s Report

Annalisa Schienbein distributed the latest financial figures for the Staff Council budget at $1,679.19. Encumbered covered most of the expenses from the Staff Halloween Party, the Basketball Event, and Great Books. In addition, the Faculty contributed $100.00 for the Basketball Event, resulting in a $100.00 credit for the Staff Council budget.
VI. Chair and Chair-Elect Report

a. Michael Viola reported that there will not be a separate Campus Wide Survey for the 2009-2010 fiscal year administered by the Staff Council. The Campus Climate survey will continue to be conducted according to the standard schedule.

b. Sarah Vital attended the CCIE in place of Michael Viola. She informed that council that the Facility Committee did not meet. However, there were discussions made in regards to possible closing of an academic department (didn’t specify which one).

VII. Old Business

a. No old business to report.

VIII. New Business

a. A proposal for both Mary McCall and Carolyn Morris to co-host a panel discussion in the spring of 2010 with the Academic Senate and Staff Council was mentioned. It’s an open session to provide staff about interacting with faculty and to educate them both on the general climate of staff working at the College, to give them a greater understanding and ultimately better communication between Faculty and Staff. Donna Ubeda moved and Ryan Lamberton seconded for the panel discussion in the spring 2010. The Spring 2010 open session was approved unanimously.

IX. Adjournment

Rick Koerlin moved and Carol Firestone seconded to adjourn the meeting at 1:35 pm.

Respectfully submitted,
Claudine Roselle Puente, Secretary
December 14, 2009