Saint Mary’s College of California  
Staff Council  
October 12, 2010

Meeting Minutes

The meeting was held in the Hagerty Lounge – De La Salle Hall, Saint Mary’s College, Moraga, California

Council Members Present:
Sarah Vital  Carol Firestone  Karen Miller  
Laurie Aguirre  Tim Farley  Christine Oh  
Libby Bernard  Natalie McCosker  Claudine Roselle Puente  
Chandra Commer  Melinda Oliver  Annalisa Schienbein

Council Members with Excused Absence:
Sally Jamison  Alle Porter

I. Call to Order
Council Chair Sarah Vital called the meeting to order at 12:10 pm.

II. Role Call
Committee secretary Claudine Roselle Puente took roll.

III. Audience Participation
Open forum was given to Sam Agronow, Director of Institutional Research. Sam gave a presentation in regards to the Climate Survey. The information can be viewed on the IR website at:

http://www.stmarys-ca.edu/about-smc/institutional-research/surveys/campus-climate-surveys.html

IV. Approval of the September 2010 minutes and Secretary’s Report
No motion was made for the approval of the September 2010 minutes. However, meeting minutes were approved unanimously.

V. Treasurer’s Report
Annalisa Schienbein distributed the latest financial figures for the Staff Council budget. Staff Council currently has $3,382.67. With Staff Activities requesting $1,900.00 for activities throughout the fiscal year, Staff Council will be left with $1,982.67
VI. **Chair and Chair-Elect Report**

a. Council Chair Sarah Vital attended a C.C.I.E. meeting to discuss student concerns towards Faculty conduct as well as “In Class Conduct”. Lots of time was spent creating a new document entitled “Student Concerns about Faculty”. The document will list procedures, protocols, and channels in place for student complaints towards various areas.

b. Sarah Vital also met with the Institutional Effectiveness Committee in regards to funding strategic initiatives towards the downsizing of staff and faculty. Questions have arisen on how much of the 1% of the annual operating budget will go to continuing costs. Topics are still in discussion.

c. Sarah Vital met with the Budget Committee where the past two meetings focused on more budget models reflecting higher than expected revenue. The meeting continued with the committee reaching a consensus towards one proposal to go to the Board of Trustees; they have the final say.

d. Finally, Sarah has met with the Academic Senate, where the committee has formally passed the resolution asking for an immediate return of the 8.25% employer contribution to TIAA/CREF in light of the improved financial state of the College.

e. Council Chair-Elect Tim Farley met with the Facilities Planning Committee on September 22, 2010. Discussions were made towards a new Performing Arts facility. In addition, the committee talked about transportation – Gael Rail. Conversation exceeded time for committee meeting.

VII. **Old Business**

a. No old business to report.

VIII. **New Business**

a. A new Staff Council Representative will be appointed for the next meeting.

b. Council member Karen Miller will draft a proposal for Child Care services for alums, faculty, and staff at the College.

IX. **Adjournment**

No motion was made to adjourn the meeting. However, meeting was adjourned at 1:30 pm.

Respectfully Submitted,
Claudine Roselle Puente, Secretary
October 12, 2010