COUNCIL MEMBERS PRESENT:

Laurie Aguirre          Melinda Oliver
Libby Bernard          Christine Oh
Tim Farley            Alle Porter
Gail Garrett          Patricia Wade
Robert Henderson      Amy Walters
Jane Joyce            Carole Wolf
Monica Mendenhall     Robert Whalen
Karen Miller

COUNCIL MEMBERS NOT PRESENT:

Joseph Arone

CALL TO ORDER

Council Chair Tim Farley called the meeting to order at 12:01 pm.

ROLL CALL

Roll was taken by Council Secretary Laurie Aguirre

AUDIENCE PARTICIPATION

- Presented by Robert Henderson was an update on the strategic plan of the Performance Review Task Force. A current leadership training module for supervision assessment mechanisms is being discussed and a 360 degree assessment mechanism could be built into leadership curriculum. An attempt to engage supervisors and staff in a facilitated process that identifies key strengths and areas for development with a focus on best practice methodologies.
- Open forum was given to Chris Carter from Advancement explaining the importance of the Faculty and Staff Giving Drive, encouraging all to participate. He also expressed interest in finding volunteers to play a role on the Giving Drive Volunteer Committee, a committee dedicated to actively educating and inspiring our campus community to support SMC’s mission of philanthropy.
- Concerns were brought to the council by Renee Egan regarding the New Holiday Pay Calculations. Council agreed to get clarification from H.R. and report back.

After discussion by the Council, the following action was taken:
MOTION: BY ROBERT WHALEN, SECOND BY GAIL GARRETT FOR RESOLUTION TO Approve the November Minutes. Motion carried

Treasurers Report

- Robert Henderson presented the Treasures Report with a remaining balance year to date of $2290.32
Chair and Chair Elect Report

- Tim Farley announced SMC was denied the opportunity to host the 2012 presidential debates, however, Tim will be debriefed as to why we were turned down and will continue to stay involved and pursue the debates for the next term.
- Karen Miller encouraged all to complete the assigned Sexual Harassment Training and also to support the Benefits Festival held on November 18th sponsored by HR.

Old Business

- Staff Council shirts were distributed

New Business

- Brought forth by Council Chair Tim Farley, a request of volunteers for the Administrative Department Review Board (ADRB). The goal of this committee process is to assess departments’ strengths and weaknesses, formulate action plans for improvement to and enhancement of departments, and their contribution to the mission of the college. Volunteers were requested per Pete Michell and Eduardo Salaz.

Subcommittee Reports

I. By Laws and Elections: Working on modernizing Staff Council Bylaws proposing change in length of time committee members serve. A written statement was advised by Staff Council Chair.

II. Staff Development & Climate: Developing new ways to honor current employees with a “Spotlight on Staff” program for those going above and beyond. Along with various options and new ideas to recognize staff. Christine Oh, committee chair, volunteered to schedule a Colors Training Workshop for all Staff Council members in January.

III. Compensation & Benefits: Reported 5 goals for 2011/2012 term.

1) Childcare
2) Implementing of Commuter Check program
3) Extending or eliminating the age limit (22) for the tuition exchange program
4) Expanding activities for employees who work outside the College’s normal business hours
5) Participating on the Health Insurance Review Committee

IV. Staff Activities Committee: Reported the Halloween Event was ill attended due to some confusion with a normally scheduled Halloween event with CILSA. The party was held on October 28th instead of the 31st. The November event will be a Sodexo sponsored cooking demo scheduled for November 17th.

Adjournment

MOTIONED: KAREN MILLER, SECOND BY MELINDA OLIVER, MEETING ADJOURNED at 1:30 pm

Next meeting scheduled for Nov.8, 2011 Hagerty Lounge, De la Salle Hall

Respectfully Submitted,
Laurie Aguirre, Secretary Staff Council
Nov.09, 2011