Council members present: Janet Amador, Brandi Balkema, Joan Iva Cube-Fawcett, Gillian Cutshaw, Tracey Donaldson, Jeanne Gilpatrick, Jane Joyce, Mike Jung, Scott Logan, Sara Mumolo, Irene Umipig, Carole Wolf, Alle Porter (past-chair)

Council members absent: Hamid Mostaghimi, Rita Pearson, Kyla Tynes, Collin Pugh (all absences excused)

Call to Order: Council Chair Jane Joyce called the meeting to order at 12:05 pm.

Open Forum: There was no speaker this month.

Executive Session

1. Motion to approve the meeting minutes for November 8th, 2013, as submitted:

   Motioned by: Scott Logan
   Seconded by: Jeanne Gilpatrick
   Record of Action: Motion passed unanimously by members present (12)

2. Chair Report (Jane Joyce)

   a) Budget Planning Committee- A tentative budget for 2014-2015 has been agreed upon and will be taken forward to the Board of Trustees in January.

   b) Institutional Effectiveness Committee (IEC) - WASC offsite review debrief, discussion regarding criteria for postponement of an Administrative Department Self-Study.

   c) Web Planning Team- beginning the process of a refresh for the SMC website

3. Treasurer Report (Janet Amador)

   a) Due to an incorrect date on the printed report, budget approval was done via email and was subsequently approved by a majority.

4. Campus Committee Reports

   a) CCIE- Joan Iva Cube-Fawcett
      - Faculty-staff divide article & discussion – invite Mary McCall to a Staff Council meeting
      - How to recognize staff who go above & beyond in terms of diversity

   b) CFPC (Campus Facilities Planning Committee)- Janet Amador
      - Prioritizing projects, e.g. new Library, in terms of faculty, staff, & student needs
      - Sight Lines – company working w/ SMC to determine our carbon footprint
      - Parking deck – start construction in June of 2015 – TENTATIVE
      - New Library – June of 2016 (dependent on funding)
- STARS Grant – no discussion

c) EBAC (Employee Benefits Advisory Committee)- Carole Wolf
- Many disgruntled about health insurance increases
- Most employees are under Kaiser
- Implications for Affordable Care Act unclear at the outset
- Started discussions in the fall, but will start earlier in 2014
- Decision was to spread increase equitably across all plans
- Similar challenges at other institutions

d) Smoke Free Campus Committee- Irene Umipig
- Supported by Allemany Christian Brothers
- Campus proposal is still w/ Pres. Donahue waiting for approval

e) Social Justice Coordinating Committee- Alle Porter
- Working on website
- Funding support request process ($4K)

f) Sustainability – Scott Logan
- $50K given to Sustainability Committee – used to hire STARS
- Similar to Sight Lines
- Planting an inauguration tree (live oak) for the President w/ a plaque – near FAH
- Recycling – Scott will provide 15 minutes worth of talking points at Feb. SC meeting
  1) Currently campus recycling is an illusion
  2) Clear bag – recycling; Black bag – trash
  3) Spoke to RHA, RAs, ASSMC about better recycling– scl1@stmarys-ca.edu (Scott’s email)

5. Standing Committee Reports

   a) Bylaws and Elections (Brandi Balkema)

   - Vote was taken on the proposed changes to the Bylaws. Vote occurred via paper ballet.

   Proposal 1: New proposed language for election of members and terms in office
   Motioned by: Brandi Balkema; Seconded by: Carole Wolf
   12 For 0 Against 0 Abstain Motion Passed

   Proposal 2: New proposed language for election of members and term limits
   Motioned by: Jeanne Gilpatrick; Seconded by: Scott Logan
   12 For 0 Against 0 Abstain Motion Passed

   Proposal 3: Regarding the use of Speaker cards during the Open Forum.
   Motioned by: Tracey Donaldson; Seconded by: Irene Umipig
   12 For 0 Against 0 Abstain Motion Passed
- Bylaws and Elections will make the edits to the bylaws.

- Proposal for new “Communications & Outreach Committee”- ad hoc this year, standing next year
  1) Alle, Joan Iva, Sara, & Irene as initial members
  2) Bylaws & Elections will come up w/ this committee’s responsibilities

b) Staff Development and Climate - Gillian Cutshaw
   - Wellness & Technology Presentation – 7 dimensions of wellness & how it relates to technology & social media
   - Career Center Presentation – negotiating wages, etc.
   - Planning Your Future – retirement, etc.
   - Feb – first & last Wed, space has been challenging to reserve
   - Sunny Bradford – doesn’t need any additional funding for the LearnAbout
   - Sue Peters – spotlighted for December

c) Compensation and Benefits (Scott Logan)
   - See EBAC update

6. Old Business
   a) Discussion and vote regarding additional proposed changes to bylaws (See 5a above).
   b) Discussion and vote regarding speaker cards for open forum (See 5a above).

7. New Business (deferred discussion on a and b due to time limitations)
   a) How to recognize staff who above and beyond to support diversity and inclusive excellence at SMC
   b) Need to more clearly define the role of past chair

8. Adjourned at 1:30 p.m.

Respectfully submitted,
Jane Joyce, Staff Council Chair

Next meeting scheduled for Tuesday, January 14th, 2014, at Hagerty.