August 11, 2004

Present: Maureen Little, Bob Virden, Brenda Kiba, Paula Conrad, Pamela Thomas, Faith Taylor, Vince Nicosia, Daphne Plys, Frank John, Debbie Deikman

The Open Forum was presented featuring Shawny Anderson, Associate Dean of the School of Liberal Arts, explaining the new Academic Honor Code. Shawny's presentation was wonderful with much enthusiasm from the public and council members.

Meeting was called to order by Pamela at 1:05 p.m.

The minutes from the May 12, 2004 meeting were approved and seconded by a unanimous vote.

The minutes from the June 4, 2004 meeting were approved and seconded by a unanimous vote. Copies of both meeting minutes were given to all Staff Council members.

Chairperson Reports:
Bill Sullivan will have year-end report to the Council by the Week of Welcome, August 30 - September 3, 2004.

Some of the items from the workshop were not sent to the Committee members.

Treasurer's Report:
Daphne Plys reported a $479.00 balance for the end of the year. The new Budget of $4000.00 has been started for the 2004-2005 year. Please let Daphne know if there is anything you should need to purchase for the upcoming year.

Bylaws Committee:
Committee was asked to review all changes from last and to handle all inquires from new members.

Climate Committee:
Committee has contacted Merritt Resources for survey models to help in the formation of a new Staff Survey. The two areas of interest for the survey are

1. the climate at Saint Mary's
2. personal experience or expertise from staff members which may be helpful to the students of Saint Mary's.

Committee to draft letter to appropriate person(s) voicing concerns of Council and staff regarding recent staff dismissals.

Compensation & Benefits Committee:
Committee met July 14, including new members and those rotating off; no report given, as Chair was not present.
**Development Committee:**
Human Resources has been contacted to arrange for the names of new staff members to be provided and will send out welcome letters.

**Old Business:**
The Staff Council has been asked by HR to come up with questions Council would like them to ask of other colleges. This was delegated to the Compensation and Benefits Committee. This committee will put together for HR questions regarding part-time vs. full-time benefits. It was recommended that Sharon Cahill be contacted for input.

The Development Committee was asked to work with the Climate Committee on the Staff Survey.

**New Business:**
Daphne informed us that the Benefits Fair will be held Oct. 4, 2004 with the theme of "At the Movies". We will procure an "up front" position for the Fair. The Staff Council will be giving away water bottles with the Staff Council logo and the web site information on the front.

The September Open Forum meeting will be an Open House and we hope to have the Staff Survey available.

The meeting was adjourned at 1:57 p.m.