December 17, 2008

The meeting was held in the Filippi Academic Hall, room 115, Saint Mary’s College, Moraga, California.

Committee Members Present:
Mel Hunt  
Chris Carter  
Tom Carroll  
Thea Grisby  
Kory Hayden  
Sally Jamison  
Rick Koerlin  
Ryan Lamberton  
Natalie McCosker  
Karen Miller  
Mark Splain  
Kim Sullivan  
Donna Ubeda  
Michael Viola  
Sarah Vital

Committee Members with Excused Absence:
Kate Bowers

I. Call to Order
Committee Chair Mel Hunt called the meeting to order at 12:02 p.m.

II. Roll Call

III. Audience Participation

a. Climate Survey

i. Merit pay / recognition: Concerns about merit pay were discussed, including oversight, fairness, and where money would come from; examples of non-monetary recognition were discussed.

ii. Workload: HR stated that any non-exempt employee that works through lunch should record that as time worked in his/her timesheet. If working through lunch is a common occurrence, the employee should speak to supervisor about reprioritizing work.

iii. Cooperation across campus: Staff Council will make it a priority to come up with a plan to help staff find ways to improve workflow and better utilize available resources (i.e. technology training)
iv. Other: The next Campus Climate Survey is due to be conducted in Spring 2010.

b. Other Issues

i. Technology Advisory Committee announcements: Guest Leslie Welty reported to the Staff Council a few issues of the TAC, including a task force to explore a college-wide calendaring system and the “outsourcing” of student email accounts.

IV. Approval of the October minutes and Secretary's Report

Micahel Viola suggested that “Committee Members” be changed to “Council Members” to be in line with the Council’s bylaws. With that change noted for future minutes, Tom Carroll motioned and Thea Grigsby seconded to approve the November 2008 minutes. Minutes were approved unanimously.

V. Treasure's Report

Thea Grigsby presented a verbal report of the current balance for the 2008-2009 year.

VI. Chair and Chair-Elect Report

a. Budget committee: Chair Mel Hunt strongly encouraged all Staff Council members to carefully look at all information sent out by the President and other administrators regarding the financial issues on campus.

b. Facilities Planning Committee: Chair-elect Michael Viola reported that a committee has been put together to look at how to balance academic needs with other facility usage needs; he reported that the Van Pool proposal was received well and the pilot may begin as early as January; he also reported on other new transportation and parking related initiatives

VII. Old Business

VIII. New Business

Thea Grigsby reported that the Library Building Committee as reviewed the statement of qualifications from all of the architects and that the field of candidates has been reduced by half.

IX. Adjournment

Karen Miller moved and Donna Ubeda seconded to adjourn the meeting at ???? p.m.

Respectfully submitted,