February 18, 2009

The meeting was held in the Orinda Room - Soda Center, Saint Mary’s College, Moraga, California.

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

Committee Members with Excused Absence:
Karen Miller
Mark Splain
Kim Sullivan

I. Call to Order

Committee Chair Mel Hunt called the meeting to order at 12:04 p.m.

II. Roll Call

III. Audience Participation

a. A staff member asked for the Staff Council’s position on the President’s message regarding the financial situation of the College. Chair Mel Hunt responded that the Staff Council has two representatives on the Budget Committee and they were involved in the open discussion regarding the various options. The Board of Trustees was presented with recommendations from the Budget Committee, but ultimately it is the Board that makes the final decision.

b. A staff member, in response to a nervous supervisee, asked about the possible layoffs mentioned in the presentation. Who makes the choices and are supervisors notified? Mel Hunt responded that it is the task of the department heads (i.e., Provost, Deans) to identify lesser essential positions. Direct reports will be involved at the discretion of the department. Concern employees are encouraged to communicate with their supervisors. There are 30 current positions open right now, and those are being looked at first.
c. It was clarified that the health benefits freeze means that the college will continue to contribute the same amount to benefits for each employee, but that amount will not increase in 2010 (the next benefits year).

d. It was clarified that the changes to TIAA/CREF contributions takes place July 1, 2009.

e. Mel Hunt encouraged attendees to send him questions directly or contact the CFO and/or Provost with questions. If the staff member wishes to remain anonymous, he/she may contact Mel Hunt, and he will ask in his/her stead.

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

Ryan Lamberton motioned and Mark Splain seconded to approve the December 2008 minutes. Minutes were approved unanimously.

V. Treasure's Report

Ryan Lamberton motioned and Chris Carter seconded to approve the January 2009 minutes. Minutes were approved unanimously.

VI. Chair and Chair-Elect Report

Michael Viola reported that the pilot program for a employee vanpool was approved, with the condition that the rate will increase (the amount has not been set). A test run revealed some snags that need to be worked out regarding the route. Implementation of the pilot is slated for late March and will run until May. An open lunch will be announced inviting community members to learn more about the project and to illicit feedback. (note: date for information session was set for March 2, at noon)

VII. Old Business

No old business to report.

VIII. New Business

No new business to report.

IX. Adjournment

Rick Koerlin moved and Tom Carroll seconded to adjourn the meeting at 12:30 p.m.

Respectfully submitted,

Sarah Vital, Secretary
Chair Elect, Staff Committee