March 12, 2003

Present: Brother Brendan, Gary Busbee, Sharon Cahill, Jeannine Chavez-Parfitt, Jenifer Delson, Joyce Ellenberg, Susan Parr, Bob Peterson, Jane Rising, Bill Sullivan, Pamela Thomas, Bob Virden, Michael Wayman

The meeting was called to order at 1:15.

Susan Parr moved and Bob Peterson seconded that the February 12th meeting minutes be accepted with 2 corrections. The motion was passed by a unanimous vote.

Co-Chair Report
At the Open Forum on February 12, several staff described problems with the Bookstore. As a result, Jeannine and Bill met with Chris Rose, the new Bookstore manager, and reported to the Staff Council that he is working on solving those problems.

Jeannine and Bill also met with Peter Michell, Vice President of Finance, to present the proposal that Staff Council be represented on the Board of Trustees as a Participant. This same proposal was initially introduced two years ago. Brother Craig has requested additional information, which will be provided to him before the end of April.

Peter Michell will be our guest at the April Open Forum.

Treasurer's Report
Our yearly budget is $4,000.00; the balance right now is $3,263.39. Only Jeannine, Bill, or Pamela is authorized to sign for expense reimbursement. These funds are committed to supporting Backbone, Staff Council retreat, Staff Activities Committee, Great Books, Staff Council meetings, and a spring luncheon for incoming/outgoing Staff Council members. Pamela will prepare a budget for the next meeting.

Climate Committee
Susan reported that the Climate Committee has had 2 meetings focused on the disciplinary, appeals, and termination processes as described in the Staff Handbook. They will meet with Human Resources to get clarification on certain items in the handbook.

By-Laws Committee
Lines 148 through 154 of the by-laws describe the duties of the Vice-Chair. Since that position was eliminated at the last meeting, Bill moved and Sharon seconded that these lines be eliminated as well. The motion was passed by a unanimous vote.

Elections Committee
The Elections Committee is comprised of Gary Busbee, Sharon Cahill, Bill Sullivan, and Bob Virden.
Compensation Committee
Bob Peterson is the new chairman; Sharon Cahill is a new committee member. They will investigate eligibility of part-time staff for in-house tuition waivers.

Technology Coordinating Committee
The Technology Coordinating Committee has requested Staff Council help with a survey. Susan Parr will look over its language.

Orientation
The committee will meet with a member of Human Resources about the training and evaluation of managers.

Great Books
On March 26 the Staff Great Books group will discuss selections from Machiavelli's The Prince.

New Business
Brother Brendan will present an update on Staff Council goals and accomplishments at the April 17 staff luncheon.

The meeting was adjourned at 2:15.

Respectfully submitted,
Jane Rising