May 23, 2000


Members Absent With Notice: Mark Roberts

1. Future meeting dates were suggested: Thursday, June 1, 2000 at 9:30 am and Thursday, June 8, 2000 at 9:30 am. The duration of these meetings was set at one and a half hours each. The group will look to establishing a standard meeting schedule once the results of the first two meetings are reviewed.

2. The organizational structure of the Staff Council was discussed. The council members decided to select individuals to fill four positions for a temporary period, estimated at this time to be three months. It was determined that the four positions needed initially were Chair, Vice-Chair, Secretary and Treasurer. The following members were nominated and affirmed for the positions:

   Chair: Joyce Ellenberg and Sharon Neward (CoChairs)
   Vice-Chair: Brother Brendan Madden
   Secretary: Elice Oyzon and Billie Jones (CoRecorders)
   Treasurer: Lucia Minor

   Discussion on related organizational issues concerning the need for a Parliamentarian, the right of the Vice-Chair to succeed to the Chair position, the rotation of the membership on the council to preserve continuity occurred, but no actions were taken.

3. Communication within and among the Staff Council was discussed. It was moved by Brother Brendan that "All email between council members is confidential unless permission is given by the council to replicate"; this motion passed.

   It was also decided to communicate with the SMC staff members by posting minutes of the meetings on SMCNet after approval by the Council as a whole.

   The communication with the Academic Senate and ASSMC was discussed. In general it was felt that it was too early in our organization for the Council to form subcommittees or more permanent communication links with the other groups. However, a letter will be sent from the Staff Council to the Academic Senate and ASSMC thanking them for their support in the creation of the Council.
4. Since the Staff Committee has ceased all planning for the future until their relationship to the Staff Council has been defined, the need to resolve this appears to be one of the first items for action. To this end the Chair was requested to invite both Patti Bishop and Elaine Parcher to one of the next two meetings to provide information to assist in defining this relationship.

5. The topic for discussion at the next meeting is the charge to Staff Council. The location of the next meeting will be confirmed by email to the members as soon as it is arranged.