November 29, 2006

Present: Marcy Bowie, Mark Chiarucci, Robin Cimino, Victoria Davis, Linda Granko, Mel Hunt, Brother Richard Lemberg, Robert Mallon, Janie Minguillon, Cyndie Paul, Linda Rose, Sharon Sobotta, Marty Storti and Leslie Welty

Not Present: Kami Gray and Sharon Radcliff

The meeting was called to order at 12:55pm.

Approval of Minutes: A motion to approve the September 7, 2006 and October 11, 2006 minutes was made by Linda Granko and seconded by Robin Cimino and passed. The minutes will be sent to Roseanne Fallin to post on our website.

Chair and Chair Elect Report:

- 2007 Health Benefits: Leslie Welty reported that she has received some positive and negative responses toward our new benefit plans. She will keep all responses then forward them to the Compensation and Benefits Committee to review with the Health Insurance Review Group.
- Leslie informed the Compensation and Benefits Committee that there will be a 1 hour Webinar on tips for Controlling Health Care Costs scheduled for December 7th at 12noon in the Trustees Board.

Treasurer’s Report: Linda Granko distributed the November report. It was notated that no expense will be incurred for the Benefits Fair this year, giving the Staff Council the opportunity to spend that money elsewhere.

Committee Reports:

By-Laws: No report.

Climate: No report.

Compensation and Benefits: No report due to committee was focus with working on the 2007 Benefit changes.

Staff Development: Linda Rose reported that she has received some good feedback regarding the Community Day on November 1st regarding the Climate Study and Diversity.

Elections: No report

Academic Senate: Mel Hunt reported on a recent Academic Senate meeting he attended as a representative from Staff Council. Some of the issues highlighted are as follows:

- Faculty is lacking a "Conflict of Interest" Policy
- Emeriti Program was discussed
Changes to the 2008-2009 Calendar for UnderGraduates to have finals prior to Thanksgiving and also starting the Fall Semester later after Labor Day was discussed.

Turnitin.Com Program was discussed and it was voted to make this mandatory for all students.

Old Business:

December Open Forum: Who, What, Where and Food?
Mark Chiarucci reported that Brother Dominic was working with him to schedule 3-4 Brothers to attend. It was decided to use the same questions that were asked last year. It was also suggested that a larger room be reserved if one is available. Linda Granko has ordered drinks and some hearty appetizers. Several e-mails will be sent to staff encouraging them to attend.

Open Forum for January:
It was decided to the topic of Self Defense be presented to staff at the January Open Forum. Sharon Sobotta will discuss this with Joanna Snawder and arrange for other participants for a panel discussion.

Morale with Rheem Center Employees:
Mark Chiarucci reviewed the list of concerns with the move of Advancement to the Rheem Center location. The Chair and Chair-elect will share and discuss these issues with Pete Michell and Emily Elliott at their next meeting. Some suggestions made were as follows:
- to ensure that meeting with donors are held on campus
- revisit the shuttle idea
- workability issues with students who do not have transportation

New Staff Handbook:
Leslie Welty reported that the Human Resources Department would attend a retreat for two days and they will be working on the final review of the Staff Handbook.

Principles and Procedures for Community Time:
A copy of the Principles and Procedures as outlined by Human Resources for Community Time was distributed for review.

Buddy System:
There was a consensus of the Staff Council to put this issue on the back burner due to staffing issues in Human Resources and other priorities.

Emeriti Program to Begin this summer

Linda's Budget Committee Report:
A copy the last Budget Committee Report distributed for review.

Academic Senate Report:
Leslie Welty reviewed the schedule for the Academic Senate Meeting with members of Staff Council to remind everyone when they are on the schedule to attend.

New Business:

Second Hand Smoke: Issues:
Discussion ensued regarding complaints about Second Hand Smoking on campus. The questions raised were:
What is the State Law
What do the Student, Staff and Faculty Handbook say about smoking on campus?

Marcy Bowie to research and bring back information at the next Executive Meeting.

- The Staff Council discussed sponsoring and financially supporting the Staff Activities Event for the Staff Taco/Basketball night on January 29th. A motion was made to financially sponsor this event by Cyndie Paul and seconded by Brother Richard Lemberg and passed by the entire Staff Council.
- Emeriti Program to Begin this summer
- Christmas Sing-Along:
  Remind that this activity is scheduled for December 14th and that it is sponsored by Staff Activities.

Note: Minutes were amended on January 31, 2007

The meeting was adjourned at 2pm.

Submitted by Marcy Bowie