The meeting was held in the Lafayette Room – Soda Center, Saint Mary’s College, Moraga, California

Council Members Present:
Michael Viola       Ryan Lamberton       Donna Ubeda
Laurie Aguirre     Rick Koerlin        Sarah Vital
Chandra Commer     Natalie McCosker    
Tim Farley         Karen Miller        
Carol Firestone    Carolyn Morris      
Sally Jamison      Claudine Roselle Puente

Council Members with Excused Absence:
Annalisa Schienbein Mark Splain

I. Call to Order

Committee Chair Michael Viola called the meeting to order at 12:05 pm

II. Role Call

Committee secretary Claudine Roselle Puente took roll.

III. Audience Participation – Open Forum

The Open Forum session was given to Emily Elliott and members from the Human Resources department towards questions in regards to HealthNet; HIRC reported that the new Non-Kaiser Health Plan will be assumed by Anthem Blue Cross (replacing HealthNet). Anthem Blue Cross HMO Plan entails a higher co-pay plan. Any faculty or staff member that wishes to see their assigned specialists needs to pay for a higher plan. In addition, it is the responsibility for each faculty or staff member of the College to contact the HR staff and ask if Anthem Blue Cross covers their primary physicians. Also, a new HSA option will be available to both Anthem Blue Cross and Kaiser. There will be some training sessions on those plans. Human Resources announced:


b. Open Enrollment for health benefits will take place in the month of December; decisions need to be made by December 31, 2009.

c. Online enrollment will not be available this year – forms need to be filled out by all employees who are not on or staying with Kaiser 15.
Open Forum continued with Keith Brant, Vice President of Development who gave a presentation on the Strategic Plan, which outlines priorities to the fundraising campaign, and sets attentive dollar goals. Keith informed Staff Council that he would like to encourage employees to make donations towards Academic areas, rather than Athletics. He also inquired Council Members on their thoughts of engaging Faculty and Staff to donate or help the campaign. Some felt that the donations made from Faculty and Staff should benefit each employee – possibly involving staff in professional development. In addition, there were also concerns about encouraging employees that have been docked from their regular pay to donate to the College. A breakfast or lunch social event was suggested in order to encourage Faculty and Staff members to donate, and to educate employees as to where their money goes. Having publicity on the flatscreens located in Oliver Hall, and Café Louis were brought up. Staff Council moved to establish a Staff Scholarship Fund and have their donation go to a particular student.

IV. Approval of the September minutes and Secretary’s Report

Minutes from October 2009 were submitted to Chair Elect, but were not provided to the members of Staff Council. October 2009 and November 2009 minutes will be brought to the December 2009 Staff Council meeting.

V. Treasurer’s Report

Annalisa Schienbein distributed the latest financial figures for the Staff Council budget at $1,595.20. Money was spent on Staff and Faculty Breakfast, Halloween Party, Staff Council & Great Books, and the Guadalupe Event, hosted by the Mission and Ministry Center.

VI. Chair and Chair-Elect Report

a. Michael Viola reported that there is no need to pay for parking while attending a sporting event on campus, with the exception of Men’s Basketball. Unless you have a campus parking permit, you will be charged to park your car on campus during the Men’s Basketball games.

b. Michael Viola announced that there will be a committee to look at a “one-card system” for students to access rooms to open doors to all classrooms, labs, and dormitories for security purposes.

c. Sarah Vital will be attending a committee meeting for the final blueprints and pictures for the Library and Recreational Center.

VII. Old Business

a. Michael Viola notified everyone to look for Pete Michell’s e-mail on March 20 in regards to how many employee positions were reduced.
b. A proposal for Sodexho to provide pizza for Staff Council meetings was mentioned. Karen Miller moved and Claudine Roselle Puente seconded for Sodexho to provide Staff Council with pizza lunches. Pizza lunches for Council Members were approved unanimously.

VIII. **New Business**

a. All Staff and Faculty members have been encouraged to attend the Wellness Fair on Tuesday, November 10, 2009 from 12:45 pm to 1:45 pm, as well as the Annual SMC Guild Sale on Wednesday, November 11, 2009 from 4:00 pm to 7:00 pm, and on Thursday, November 12, 2009 from 10:00 am to 3:00 pm. In addition, all staff and faculty are asked to start using the Google Calendar instead of the Campus Wide Calendar for events and seminars.

IX. **Adjournment**

Rick Koerlin moved and Natalie McCosker seconded to adjourn the meeting at 1:27 pm.

Respectfully submitted,
Claudine Roselle Puente, Secretary
November 9, 2009