October 10, 2000

Present: Diana Brim, Gary Busbee, Jeannine Chavez-Parfitt, Sr. Ingrid Clemmensen, Joyce Ellenberg, Mark Jaime, Brother Brendan Madden, Lucia Minor, Sharon Neward, Elice Oyzon, Susan Parr, Mark Roberts, Michael Wayman.

Guest: Sharon Cahill, plus approximately 20 staff members at large for the Open Forum.

Absent with notice: Billie Jones, Kelly McGinnis

1. The meeting was called to order by Joyce Ellenberg at 1:05 p.m.

2. There were no pre-sign-ups for the Open Forum. Vicki Talbot, of the School of Extended Education, signed up at the meeting and asked the Council to address the parking situation on campus.

3. Mark Roberts moved that the September 13 minutes be approved. Susan Parr seconded the motion. The minutes were approved unanimously.

4. Committee Reports

a) Orientation and Staff Development

Brother Brendan reported that this committee is going to take action on trying to implement the initiatives that surfaced on orienting and mentoring new employees. Lucia Minor provided the committee with a list of new hires as of July 1, 2000. The committee intends to pursue adopting the Sprague Assessment as assessment tool. It is also considering re-surveying the staff in the spring (?) to gage concerns and climate given the shift from the Personnel to the Human resources model.

b) Staff Climate

Susan Parr reported the following:

1. Staff are interested in Great Books discussions over lunch. This will be forwarded to the Events committee for implementation.
2. Staff are interested in having Roncalli open for lunch at 11:00 as opposed to 11:30. The appropriate next step is to ask Matt Carroll of Marriott's to convene the food services committee to discuss and consider operational changes.
3. The committee is researching a possible inequity in vacation accruals. There is a claim that ITS new hires accrue more vacation time than other new hires.

c) Salary and Benefits Committee

Gary Busbee reported that this committee is continuing gather data on options for part-time permanent employees to purchase benefits.
d) By-Laws

The latest draft (dated 9/22/00) was distributed. Comments should be forwarded to Elice Oyzon, chair, for consideration and discussion at the next committee meeting. It is the group's intent to full discuss a final draft with the Staff Council as a whole in November and adopt the by-laws.

It was reiterated that attendance and participation are expected of all Staff Council members and that it is being written into the by-laws that three unexcused absences will be deemed a resignation from the Council.

5. Tuition Exchange Programs - presented by Sharon Cahill

Sharon Cahill gave an insightful and comprehensive overview of a possible tuition benefit for Saint Mary's employees' dependents that would allow us/them to take advantage of tuition waivers at other institutions. A study was done of two pools of higher learning: other Christian Brother schools and Saint Mary's-like/comparable colleges. Comparison of benefits, contact people, and costs were charted across institutions.

Three things surfaced:

1. Why aren't we involved in a tuition exchange program?
2. Why is there a four year differential between staff and faculty in terms of receiving tuition waivers for dependents? Here, at Saint Mary's, faculty only have to be employed one full year to have their dependents receive a 100% tuition waiver. Staff have to be employed a full five years to receive the full 100% tuition waiver.
3. What steps need to be taken to make changes in these areas?

Kris Chase reported that she has brought Tuition Exchange Programs to the attention of the Vice President's Council. The next step would be to take a proposal to become a member of a Tuition Exchange Program to the President's Council and then take it to the Board of Trustees. Ultimately the Board of Trustees would make the final decision on institutionalizing this initiative.

With regard to the differential a recommendation to make staff dependents eligible for full tuition waiver after one year would also have to go through the same channels.

The Staff Council would like to acknowledge Sharon Cahill's thorough and thoughtful research and her professional presentation of the issue.

6. The discussion on communication with Academic Senate/Rebecca Carrol was tabled.

7. Parking Issues/Carpooling for Staff

To help address the parking situation, Mark Roberts and Susan Parr, as members of the Parking Team, volunteered to relay any suggestions to that committee. Gary Busbee reported that parking signs are in the works. Sharon Neward reported that she is compiling information and resources
for making carpooling a more viable option. Suggestions from the floor included building new parking structure(s), paying for designated spaces, creating more spaces by re-configuring/re-stripping existing spaces, and/or parking off campus and providing shuttles to campus. This was an opportunity to share frustrations over the lack of parking on campus.

8. Next meeting date is set for November 8, 2000 in the Soda Center from 1-2:30.

9. The meeting was adjourned at 2:20 p.m.