COUNCIL MEMBERS PRESENT:

Laurie Aguirre  
Libby Bernard  
Tim Farley  
Robert Henderson  
Jane Joyce  
Karen Miller  
Melinda Oliver  
Christine Oh  
Alle Porter  
Patricia Wade  
Amy Walters  
Robert Whalen  
Carole Wolf

COUNCIL MEMBERS NOT PRESENT:

Gail Garrett  
Joseph Arone  
Monica Mendenhall

CALL TO ORDER

Council Chair Tim Farley called the meeting to order at 12:04 pm.

ROLL CALL

Roll was taken by Council Secretary Laurie Aguirre

AUDIENCE PARTICIPATION

- Open forum was given to Robert Henderson reporting on the function and purpose of the Performance Review Task Force consisting of staff from several different departments and demographics of the college. The specific scope of work for the Task Force is to identify and recommend enhancements to our current staff performance review process. Discussing specifically, should we continue to have performance reviews and if so, what should they contain? The Hay Group, a local human resources consulting company was brought in, to assist with best practice benchmarking, data gathering and other consulting services.

- A discussion of the Staff performance review process and suggestion of email communication was made to recap the Task Force meetings to the SMC community. The clarification was made on the relationship between the Staff Council and The Performance Review Task Force. Although there are five members of the Staff Council on the task force there is no affiliation.

After discussion by the Council, the following action was taken:

MOTION: BY ROBERT WHALEN, SECOND BY MELINDA OLIVER FOR RESOLUTION TO APPROVE THE SEPTEMBER MINUTES. Motion carried
MOTION: BY KARIN MILLER, SECOND BY MELINDA OLIVER FOR APPROVAL OF STAFF COUNCIL FUNDING STAFF ACTIVITIES BUDGET PENDING MID YEAR BUDGET REVIEW. Motion Carried

Treasurers Report

- Robert Henderson presented the Treasures Report with a remaining balance year to date of $2938.13. Staff Council and Staff Activities shirts were budgeted.

Chair and Chair Elect Report

- Tim Farley announced the launching of the new S.M.C. website, requesting a volunteer to write an introduction of the SMC Staff Council criteria - Robert Whalen volunteered
- Mr. Farley announced a donation from Costco for a complimentary continental breakfast for staff, a tentative date was discussed for the Staff Activities event in March.

Old Business

- Staff Council shirts were ordered along with 8 shirts for Staff Activities Committee members.
- Tim Farley shared the letter delivered to Brother President Ronald Gallagher for the early dismissal on Fridays during summer months.

New Business

- Melinda Oliver reported on the Compensation and Benefits Committee meeting with the Heffernan Group.

Subcommittees were asked to appoint chairs and discuss goals for the year.

a. By Laws and Elections: To review, advise and update the Council on our relationship with the Staff Activities Committee
b. Compensation & Benefits: Will be part of the HIRC committee (Health Insurance Review Committee) meeting with The Heffernan Insurance Brokers to review and negotiate upcoming health benefits
c. Staff Development & Climate: To construct a program to recognize long term and retiring employees.

Adjournment

MOTIONED: KAREN MILLER, SECOND BY ROBERT WHALEN, MEETING ADJOURNED at 1:35 pm

Next meeting scheduled for Nov.8, 2011 Hagerty Lounge, De la Salle Hall

Respectfully Submitted,
Laurie Aguirre, Secretary Staff Council
Oct. 11, 2011