

Staff Council Meeting Minutes

February 10, 2011

Attendance: 13 members, and 2 guests

- Approve minutes and treasurer's report (5 minutes)
- Staff Council Manual revisions - Mark (20 minutes)
 - Meetings and Voting
 - Change the section about summer to say "meetings may be held" rather than "regular meetings will be held"
 - Added the "voting" bullet point to address quorum
 - Discussed what electronic voting and electronic meetings would consist of.
 - How is all-campus voting for staff council positions outlined? It would be outlined in a different section.
 - The section that should be "all votes should be initiated by a co-chair."
 - To clarify, anyone can make a motion to vote, the co-chairs should say "all in favor" as the initiation piece.
 - Rather than saying "electronic" we should say "alternate" voting in case we use ballots or phone calls, or other ways.
 - Give examples of what those alternate ways might be in the document.
 - Move to accept these changes and approve the document that Mark has submitted.
 - All in favor.
- Report on Compensation Committee proposals – Weston (10 minutes)
 - Compensation working group was interested in sending out a survey to campus to determine what priorities people value the most.
 - This was decided to not happen until we get the consultant's report.
 - Ellen Rennels- as a Member of the working group seems to disagree and think that the survey should be sent out. The working group hasn't met again yet.
 - Do we know what the goal of the consultant group was?
 - It was not to come up with a compensation philosophy.
 - There doesn't seem to be a current compensation philosophy at this point.
 - The consulting group is looking at like institutions and looking at trends for compensation, and then the working group will go from there.
 - They are uncertain of the exact timeline, or if there is one, but Barbara Wilson may know that.
 - It seems like we might miss this year's compensation distribution before information is put out.
 - That does seem to be the case.

- There seems to be a fear looking at merit based pay. On the flip side, people could say what is the point of doing evaluations if it doesn't mean anything anyways?
 - Is the working group going to pursue Robert Moore to determine why the survey shouldn't be put out?
 - At this point, nothing is scheduled.
 - To us, this seems like a very smart next step.
 - Barbara Wilson typically initiates this meeting.
 - Should staff council step in and ask why this was "squashed"
 - If we all support this, then we think it would be appropriate.
 - There may be a really good reason for this, but it doesn't seem to be clear as to why to hold off on the survey to help us create a compensation philosophy.
 - We should start by asking Barbara her thoughts of the reason why this is happening.
 - Randy will do this.
 - The working group wants to do the survey to get input regarding what the philosophy should be—not to create any final decisions.
 - The compensation Committee wanted to know what staff council was doing to endorse the recommendation.
 - The chairs hadn't done that yet, but the co-chairs will get together tomorrow to do this (as a rollover from a previous meeting we discussed this)
 - The compensation committee is working on a compensation philosophy during block 6 for both faculty and staff. (as per Shaleen)
 - Randy has asked for information to be forwarded to the co-chairs as they relate to the consultant.
 - Please also follow up to find out the timeline for the consultant.
 - Seems that there seem to be two different committees both working on the philosophy.
 - The compensation committee
 - Perhaps the work the working group is doing is misunderstood. It could be helpful to share why the survey could be a good tool. It might not be well understood.
 - Ellen will forward any information to the chairs, and they will assist in follow up with Barbara Wilson regarding this topic.
- Updates from Strategic planning committees: (15 minutes)
 - Capacity Building
 - Nothing to Report
 - Campus Community
 - Met and brainstormed some general thoughts and ideas to promote community.
 - We feel that people don't feel appreciated all the time.

- We are working on more passive programming to discuss “thank you’s”
- Have Fun at Work Day.
 - We know of a few offices that participated and enjoyed it (Presidents Office, Res Life, Development, Admissions, Business Office, etc)
 - Included CC Fridays in that program.
 - We would like to continue to think of these fun “holidays,”
- Michelle talked with Jane Cauvel and got some ideas as well.
- Staff Support
 - Discussed logistics: how often to meet, what their goals will be, etc
 - They decided to rotate who would take lead on the meetings—calling meetings, setting location, agenda, etc. Kathy will be the next leader.
 - They will meet one time between each regular staff council meeting
 - Issues they want to tackle- from strategic plan draft
 - Funding for staff training and professional development
 - Not well known what sources of things already exist
 - Is there still additional needs
 - Physical workspace and resources
 - Is more staffing needed in certain areas?
 - This could be a tough topic to tackle
 - All of these issues will be started by just doing some research and seeing what is out there and what feelings there are.
 - Does anyone in this room have any ideas or knowledge of funding for staff training or funding?
 - Career Services might have some leads regarding grants.
 - Some divisions have money that people can request.
 - IM has one that people can try for twice a year. It’s a form that can be filled out, it’s an official process.
 - Engage with the senior leaders who manage divisions and ask what resources they have for their staff to participate in training and development. Could be very different across different divisions.
 - If there is any additional staff council money- it could be good to set it up as a small scholarship that staff could apply for.
 - Find out where the division is for exempt and non-exempt and what is available to each.
 - Encourage people to ask! A lot of people don’t even ask the question—start with supervisor and see where support is to go to divisional head, president, councils, etc.
- Presidential Search
 - Do we need to address how much is being spent?
 - Why is this important? Why would we ask?
 - To keep an open line of communication to the campus.
 - Open communication is important, but we don’t think we need to ask. Curiosity seems to be the reason, and that’s not as fair.

- We don't share all budget items (such as salaries) publically.
 - Some of us have been on search committees where we didn't know the amount that was being spent.
 - If the search committee doesn't know the amount, they can bring that up with the chair of that committee.
 - The president of the college is a huge position. We need the right person for this position, regardless of cost.
 - We should trust the BOT who is on the committee to spend the college's dollars wisely.
 - Is it a trust issue? Why is that there? We feel that asking this question could hurt the idea of trust even more.
 - Some feel that there should be a ballpark figure out there of what has been spent so far.
 - But we should pick our battles. We should look at the compensation philosophy over this budget for the presidential search.
 - The budget was calculated using stats of what other presidential searches would cost.
 - As a group, we don't feel that this is a question we should ask, or a place to spend our resources.
 - If this was a concern with the process, or the full college budget, etc—we might consider differently. Too many details could hurt the search as well.
 - Weston will follow up with the individual who sent the e-mail.
- Events for staff (20 minutes)
 - Academics – McKinley
 - Discussed the different events listed for March and April
 - April 12th
 - Lecture- Asian Pacific Heritage Celebration
 - McKinley will work on details for this.
 - Some feedback was shared that some staff don't like to attend events on-campus after hours.
 - We understand that, and try to provide different events both during the day, after hours, on campus and off campus.
 - Staff Council should be proud to get staff to attend different events across campus when we can.
 - Athletics – Randy
 - February 18th- B-Ball double header
 - Soda, Pizza, Cookies
 - Friday night- we set up at 5pm, Randy will find out when the game starts
 - We need to start advertising now!!!
 - Dave was contacted and he is excited.
 - Moved to do an event on the 18th, all in favor.
 - Lacrosse game in April- we shouldn't do that if we're doing the academic event in April as well.

- Gift/tribute for Dick Celeste
 - Donation to favorite charity, do a collection
 - Raffle prizes he might want
 - Video greetings movie
 - Quilt of T-shirts
 - Something for his new role in the future
- New Business
 - Begin thinking about elections as well.
 - A suggestion for morale booster- CC Fridays- some staff can't afford to buy shirts from the bookstore. Can Staff Council work to get discounted price, or give free shirts to staff?
 - This might fit under the campus community/climate subcommittee.
 - Randy will forward the e-mail to the rest of us.
 - Perhaps we can get shirts, sell them for a small profit that can be used to help send people to trainings, staff development, etc.
 - Could we raffle off some t-shirts at our events as well?
 - Michelle will ask the bookstore for a donation.
 - Could we use founding day to see if the bookstore would give a discount?
 - Or could staff council give a discount somehow?