

STAFF COUNCIL MINUTES
Wednesday, February 8, 2006
Aquinas 210
1:30 – 3:00 p.m.

1. Opening reflection – Carol W.

2. Secretary's report - Kimm

Minutes from the January 11, 2006, meeting approved with a very minor correction.

3. Treasurer's report – Pat for Crixell

Crixell Suteria reported that we still have about \$3,000 +/- about \$100 due to late billings from October and some difficulty with journal transfers. Carol W. offered to help with them.

4. Committee reports:

STAFF COUNCIL Committees:

a. Elections (Linda Lee, Lisa)

Linda Lee Borovansky reported that she had received 16 nominations, three of whom she has been able to reach by phone. We need at least seven to run to replenish the council, especially since the physical plant / safety and security slot has been open all year. The group agreed that Linda Lee could assign the second highest vote getter in the At Large category to the unfilled post for Auxilliary Services.

b. Web Page (Kimm, Cathy)

Cathy Crowell asked if she could delete the now obsolete sections on Staff Vision Trips and the Healthy U initiative; all concurred. President Pat asked for details about how the Staff Recognition Award was to be posted on the Staff Council Web site. Jessica Cook suggested and the group concurred that another notice about this, soliciting more nominations, would be helpful.

c. Service Learning/Charitable Giving (Carol W., Jessica)

Carol Wilke said that the follow-up message in the Bulletin about our food and funds drive for Second Harvest was well received. Jessica Cook asked if we will be using Second Harvest as a designated charity at the Staff Appreciation Breakfast and all concurred so long as we were careful not to make it seem mandatory in print or in person.

d. Welcoming/Mentoring (Linda Lee, Lisa)

Linda Lee presented her monthly list of new hires with some questions about which Safety and Security people were still with us.

UST Committees:

a. Affirmative Action (Carol H.)

Carol Hagen reported that they have not met yet due to inability to pick a date.

b. Budget Advisory (Michael)

Michael Andregg reported that we are solvent but also still straining to meet two new goals. First, the board has asked the administration to look for new money to cover a 3% pool for raises during FY 2007 (instead of 2% during 2006). Second, the board has directed the administration to stop raiding the quasi-endowment to cover operations. These are multi-million dollar challenges.

c. Diversity (Sarah Spencer, non-member) * Note: change in representative UDAC

Carol Wilke reported that they did not meet in January but that we should all be aware of and promote Dr. Lawrence Potter's ambitious project.

d. Fringe Benefits (Crixell, Jessica)

Crixell Suteria and Jessica Cook reported that the Fringe Benefits Committee did not meet during J-term.

e. Minneapolis Operations (Mary, Crixell)

Mary Madigan reminded us that the Minneapolis Operations Committee always meets at exactly the same time as Staff Council, but that they do not create minutes. Thus she can report on them only when there are serious new developments, crises or opportunities. So they must be OK.

f. UCW (Cathy)

President Pat reported that the University Committee on Women did not meet during January, but also that the Pat Kowalski Women's Leadership Award was going to Jo Ann Andregg on March 13.

g. HRAC (Pat)

President Pat reported that the Human Resources Advisory Committee had reviewed a proposal that Terry Snyder of HR and Lawrence Potter, the Executive Director for Institutional Diversity are creating for a "Staff Mentorship and Buddy Program." She asked us to review this 18 page document but of course there was no time for that during the meeting. They hope to take it soon to the Academic and Administrative Leadership Committee. If passed there it goes then to the President's Council for final approval before execution. They seek feedback at this time. Therefore an e-copy is attached to these minutes.

h. University Strategic Planning Task Force (Pat) * New committee

President Pat reports that this committee has met once recently, but this was more of a getting to know you meeting and there is nothing concrete to report yet.

5. Constituents issues:

- Request to pick-up box for Second Harvest
- Other issues?

6. Staff Council Recognition Award proposal

There are two nominations in hand at this time; Pat would of course like more. She will send all Staff Council members full nominee data ahead of our next meeting March 8, because key decisions must be made then. She will also invite Gene Scapanski to be present at the END of this critical meeting, since urgent work must also be done regarding the Staff Appreciation Breakfast at which this first award will be given. There was considerable discussion of what type of award to purchase for this, which merged into details related to the program below. Mary left with a consensus that a crystal award was better than wood and that closer to \$100 invested was better than the \$100 - \$200 figure passed at the last meeting.

7. Staff Appreciation breakfast assignments

Linda Lee and Carol W. will send out paper invitations, to be followed by an email reminder of some kind. Mary is getting data on the wee gift we usually purchase (with Staff Council data on it) and is homing in on chap stick on a key ring, teeny flashlight on a key ring or other

doo dads different from the highlighters we got last year. The menu will be the same as last year so we can predict budget and not burden Kimm further at this time (besides which everyone liked the food last year). The Showed Up String Band will be engaged again for background music, gifts of \$25 per performer were authorized, and then Mary suggested we engage Klondike Kate as well to sing a song or two. This passed with the same thank-you certificate honorarium authorized. President Pat is sending out letters to potential donors for the door prizes, and Lisa Keiser started working on the minute by minute program recognizing that Father Dease will be present as well as at least 4 Vice Presidents, each of whom may want to speak for a minute or two or . . . In addition to the customary door prizes, time will be required to announce the first Recognition Award, so it will be quite a full program.

8. Constituent issues:

Some small requests for help were processed, but there were no major issues raised beyond the significant concern among faculty and staff regarding a travel policy which is addressed below as new business.

9. New Business

- a. The proposal for more Joint meetings with other ACTC staff groups was tabled for now due to lack of time, but not lack of interest.
- b. Jessica Cook reported on the emergency faculty meeting of Feb. 3 to which Staff Council was invited to discuss issues of "climate," especially GLTB climate and the specifics of urgent clarification of policies on faculty / staff travel with students on Study Abroad and J-term courses. Angst over the case of a choir director who could not travel with her unmarried partner on a long-planned tour, and over another couple whose course abroad was cancelled even though both have taught at St. Thomas for many years was discussed. There will be a follow-up meeting on Thursday Feb. 16, from 11:45 am to 1 pm in the OEC auditorium, and Father Dease has asked the entire community to send comments to a special Task Force convened to make recommendations by March 15. Michael A. added some small bits to Jessica's more complete report.

The next Staff Council meeting will be March 8th in St. Paul IF the Minneapolis contingent cannot attend due to work constraints which they suggested was quite likely. Michael noted that severe work constraints have been eroding staff's ability to contribute to volunteer things like committees for several years now.

Jessica Cook asked if we could not meet with the other, exempt staff sometime. All concurred that we have always been open to that; the main problem is time availability among the salaried staff. The meeting was adjourned at 3:12 pm.

Respectfully submitted by Michael Andregg, 2-9-06, subbing for Kimm Thiboldeaux.

2005 – 2006 Council Members

Council Member	Constituency	Phone	Campus Mail	Term
Michael Andregg	Auxiliary Services	2-5925	MCG	2004-2006
Linda Lee Borovansky	Administrative	2-6417	LOR 508	2004-2006
Jessica Cook	At-Large	2-5030	JRC LL56	*2005-2006
Cathy Crowell	Academic	2-5786	SOD	2006-2007
Carol Hagen	Administrative	2-6704	AQU 106	2004-2006
Lisa Keiser	Academic	2-5982	5003	2004-2006
Vacant	Physical Plant/Security			*2004-2006
Mary Madigan	Mpls/Chaska/Gainey	2-4140	TMH 207	2005-2007
Pat Reinhardt	Academic	2-5150	5027	2004-2006
Crixell Suteria	Minneapolis	2-4961	MSL 100	2005-2007
Kimm Thiboldeaux	Food Service	2-6060	5049	2005-2007
Carol Wilkie	Administrative	2-6962	DEV	2005-2007

* completing another's term

Staff Council Mailbox:

#4221

Staff Council website:

<http://www.stthomas.edu/staffcouncil>

Staff Council Email:

staffcouncil@stthomas.edu

Have a comment or concern?? Use this form and mail to Staff Council at mailbox 4221 or direct comments to www.stthomas.edu/staffcouncil. We want to make sure we are addressing your concerns. We are always glad to hear from you.