

STAFF

Assembly
Council

Santa Clara University

Minutes (Rev. 06/17/08)
Thursday May 15, 2008
11:00 am

Meeting Place: Library Learning Commons Room #330d

Present: Snookie Arolla, Mike Ballen, Dave Carol, Diane Cranor, Norm Davidson, Jessica Gagnon, Jim Rowan, Joseph Guidace, Anna Olmos, Paolo Posades, Apryl Roberts, Pam Schlimmer, Fred Smith and Arcelia Rodriguez

Guests: Whitney Alexander, Susan Babbel, Ben Fernandez, Jennifer Ferrari, Bob Finocchio, Mike Markkula, Molly McDonald, Jennifer Taylor, Julie Veit, Jacqueline Wender, and Ingrid Williams

Absent: Chad Benzel, Tom Farrell, , Susan Khalipa, Ramona Nadel, Michelle Pikor, Jasmine Pilgeram, Joan Schuller, Martha Smith, Sheli Whiting

Meeting called to order 11:05.

1. President Search Committee: Guest Bob Finocchio and Mike Markkula (11:00 – 11:30) Anna opened and introduced guests. They asked for important qualities staff is looking for in a President. Bob asked for introductions and have it explained to him what the SAC committee does. Search started out with 80+ names, and then was quickly narrowed down to several. Must be a Jesuit, have scholarly credentials, and be in higher education. They want someone who will continue to build SCU and have a “fire in the belly” attitude. Important criteria: diversity; sustainability; commitment to grad programs; commitment to growth; vision; support of gay population; support of new technology; quest for excellence; more visibility; support of other religions; support sports; continued support of social justice. SCU may have to do some selling and recruiting to get the right person. No students on search committee. E-mail committee members or Jim Briggs comments/ideas.
2. Job Classification Mercer Project: Guest Ingrid Williams(11:30 – 12:00) Ingrid and Julie Veit presented. Project will be implemented July 1. Supervisors will start to be notified in June. We are competitively placed in the market for salaries. Job classifications were streamlined into 13 job families with 16 grades. FAQ’s will be posted. 30% of exempt staff will become hourly, non-exempt staff. All staff will be notified by 2nd week of June. No salary will be reduced. HR website will be updated. All managers will be notified of changes pertaining to jobs currently listed.

3. Approval of April Minutes – Approved.
4. Committee Updates – June 16 is the Staff Recognition Dinner in Market Square. They will need help from SAC members. Let Tess in HR know if you can help. 90 staff will be recognized.
5. Election News – There was a tie in the Law School. A call will be made to the 2 members for confirmation of their desire to be on SAC. If so, special election will be held.
6. Executive Letters – if you miss 3 meetings you will be dismissed, and you will receive a letter stating the fact. Letters will be sent to supervisors addressing them of your time commitment.
7. Future meetings will be made in GroupWise through a busy search.