

# STAFF *Senate*

Santa Clara University

## Staff Senate Meeting Minutes

Date: Thursday, August 18, 2009

Time: 11:00 – 12:00

Place: Learning-Commons Room 330-D

In attendance: Susan Babel, Julie Wong, Julie Stone, Mary Smoker for Alma McChesney, Marquita Coe, Nancy Diaz, Sam Florio, Phil Livak, Jenny Stoddard, Jim Rowan, Mary Sexton, Fred Smith, Danielle Granier, Eric Hagan, Nikole Nichols, Christina Johnson, Arcelia Rodriguez, Li-Shan Feng  
Guests: Whitney Alexander, Jacqueline Wender

### 1. Approval of July Minutes

Minutes were approved with corrections.

### 2. Staff Affairs Committee Presentation

Harassment and Discrimination Policy and the Harassment and Discrimination Procedures

Whitney Alexander and Jacqueline Wender from the Staff Affairs Committee presented the current proposals being discussed regarding harassment and discrimination policy and procedure. Questions were posed and discussed. This took up most of the meeting time. With seven minutes left, the Senate quickly hit on some agenda items.

### 3. President's Reports – Jim

a. Timesheet Approval Follow-Up—postponed

b. Annual retreat agenda

Senate retreat is Wednesday, August 26, 2009, 1pm-4pm in the Manressa Room in Loyola Hall. Jim will email agenda.

### 4. Committee Updates

a. Events

i. Flea Market – Susan

Susan said another email is forthcoming. There are 11 participants so far. Tables will be provided at no charge to the Staff Senate. Bon Appetit will sell refreshments. Please email Susan if you can help at the event.

ii. Staff Faire—Arcelia and Christina

There have been only three requests for tables. Another announcement will be emailed. Donation request letters have been sent. We have received seven items. Members in attendance divided the list of vendors among themselves to call to follow-up about a donation. Arcelia will email script to volunteers.

iii. Staff / Faculty joint event

b. Community Service Projects—Kari and Marquita

i. Beach Clean-Up, September 19, 2009, Seacliff Beach in Santa Cruz

Twenty people have registered.

5. Continuing Business

a. Staff Assembly Committee Solicitation

Motion was made and seconded for Jim to compose solicitation for distribution to allstaff to invite all to participate on committees.

Meeting adjourned at 12:10pm.