

# STAFF *Senate*

Santa Clara University

## Staff Senate **Proposed Minutes**

Date: Thursday, November 19, 2009

Time: 11:00 – 12:00

Place: Learning-Commons Room 330-D

Present: Susan Babbel, Marquita Coe, Diane Cranor, Nancy Diaz, Thomas Farrell Li-Shan Feng, Sam Florio, Danielle Granieri, Joanie Schuller (for Christina Johnson), Lantz Johnson, Philip Livak, Alma McChesney, Arcelia Rodriguez, Jim Rowan, Mary Sexton, Frederick Smith, Henry Gucho (for Jenny Stoddard), Julie Stone, Julia Wong.

1. October minutes approved.

2. President's Reports—Jim

a. Report on meeting with Bob Warren

Jim discussed staff governance and the responsibilities of participation. Will meet with Fr. Engh regarding university service as defined for staff.

The benefits committee is being “reorganized” to enhance functionality. Molly McDonald will now chair this committee.

Joe Sugg will chair a university parking committee.

b. Discuss President's request for assistance with staff communication

Jim to meet with Fr. Engh to discuss suggestions how non-exempt employees work time can affect their university service. Get ideas/questions to Jim asap.

3. Committee Updates

a. Communications

Meet to determine newsletter, etc.

b. Events

i. Flea Market

Susan suggested the senate should have a site on the web to post and access documents that are useful to all senate members for event planning, etc. Could save time for all. Suggested ANGEL. Other sites?

ii. Health and Wellness Faire

Arcelia will reserve Kennedy Common for this event on February 10, 2010.

3. Community Service Projects—Kari and Marquita

iii. Halloween Party report

Marquita reported the party a great success. Everyone had a good time. Had plenty of volunteers.

iv. Linen Drive

Linen drive to collect new and gently used linens to take place February 1-5, 2010. Donation drop-off will be in Benson Center west.

c. Bicyclist Parking Permits

The outline for the six month trial program for staff that ride their bikes to work to “earn” daily parking will begin January 2010. Specific instructions for verification need to be followed. This is progress!! A motion to approve the program was passed.

4. Continuing Business

a. Bylaw revision committee

Bylaw revisions are complete. Mary explained the goal of the revision was to “clean-up” the language to allow for consistent guidelines. New pages with final changes will be posted to the website soon.

b. Quarterly Assembly Meetings with HR participation

Will have discussion at Executive meeting.

c. Staff /Faculty Joint Event

Responsibility for this item is transferred to the Events committee.

5. New business

a. Christmas Party - Folklorico Dancers

Susan related that Deborah Hirsch wants to bring more diversity to campus events. Suggested folklorico dancers perform at Christmas party. She knows student dancers that will still be on campus for the event. No objections were heard.

b. Family Giving Tree

Diane has information and posters for this cause. Each department must be their own collection point. Contact her for more information.

6. Other business ?

Fred Smith said the Department of Athletics is offering four tickets instead of two to the men’s basketball game against Fresno State on November 28, 2009. It is a 2pm tipoff.

Meeting adjourned at 12:55pm.