

April 1, 2011

Staff Advisory Board

Meeting begin at 9:05am

Members Present: Lisa Magnarelli, Maureen Scoones, Tony Poccia, Linda Michels, Diane Brady, Anne Riffle, Amy James, Regina Johnson

Absent: Jay Bonham

Minutes from March 18th accepted by email agreement

Old business

Bylaws and charter to be discussed by way of Google docs, if time allows and then again at next meeting.

New business

- I. HR's proposal for Staff Recognition. At this year's Staff Recognition Luncheon approximately 25 people celebrating their 10 years of service and 17 for 20, 30, & 40 years of service. Should the supervisors speak for the 10 year employees and "call-up" the 20, 30, 40 OR supervisors speak for the 20, 30, 40, and "call-up" the 10 year employees. We decided that;
 - A. President should announce name and give pin to 10 year employees
 - B. Supervisors write a note (as if giving a speech) about the 10 year employee using an electronic form, send it to HR (?) or put it on the Staff Assembly website.. Give form a text box (150-300 words) for supervisors to write. Do the same for the 20, 30, 40 yr folks so that those who are absent can read what was said about the person.
 - C. Print and place on the bulletin board next to time clock at physical plant
- II. Lisa & Maureen met with Meredith about whether or not the President has a mission or vision for this committee. There is not one. They are confident in our leadership and ability.
- III. Lisa & Maureen to meet with Staff Advisory Committee April 13th.
- IV. Discussion about email from Margie Thickstun on behalf of Academic Council regarding instituting an Ombuds program similar to the Middlebury College model: Number of people appointed to the role; get training and become a resource for community members in relation to rules, conflicts, grievance, etc.; acting as a mediator between people.
 - A. WE facilitate on a much larger level. This is more of a one-on-one situation
 - B. If Hamilton goes with the Middlebury model, people in the position should be there for more than a year. However, does Hamilton need an ombudsperson or does Hamilton need an ombuds structure?
 - C. Do we want to become that?
 - D. Respond to Margie with questions: If we go with this model: How would people be trained; will there be more than one person; how long is training; how much does it cost; do

faculty get a reduction/stipend; would a staff person; how are people chosen? If the faculty gets to vote, does the rest of the community? IF the faculty votes "in" does that make it a campus wide?

Next meeting

Friday, April 15, 2011, Sadove Meeting room

Agenda items

Continue discussion on Bylaws and Charter

How did Lisa &Maureen's meeting with SAC on 13th go?

Regina