

General Council Meeting Minutes
April 9, 2010
Toepfer Room

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1 Call to Order

The council meeting was called to order by Kathy O’Linn at 10:07 am.

2 In Attendance

1. Anker, Daniel
2. Austin, Theodore
3. Bailey, Rebecca
4. Beasley, Marcia
5. Blass, Robin
6. Blazar, Kathleen
7. Breitzmann, Paul
8. Charvat, Jacqueline
9. Cheetham, Caroline
10. Copes, Bonnie
11. Dowdell, Kathleen
12. Fretthold, Kurt
13. Gregory, Carolyn
14. Grigger, Theresa
15. Gumph, Jeffrey
16. Gupta, Anita
17. Hanning, Kathleen
18. Hrouda, Ben
19. Huffman, Marcia
20. Juknialis, Barb
21. Kahl, Rebecca
22. Knox, Charley
23. Kouns, Lisa
24. Kramer, Robin
25. Masley, Rosanna
26. McColl, Karen
27. O’Linn, Kathy
28. Payne, Michael
29. Prince, Jim
30. Swiatkowski, Shannon
31. Swol, Christian
32. Weitzen, Diane
33. Woyczynski, Liz

Visitor to Council: Art Hardee, Susan Lewis; KSL Staff Training and Development Advisory Committee

3 Approval of Minutes

Approval of Minutes as Submitted
Current Budget stands at \$3663.25

4 Announcements

- From Human Resources
 - Carolyn Gregory -- Celebration Lunch will be on Wednesday, June 9, for those celebrating anniversaries with the University. Party on the Quad will be on July 30.
- Please welcome Susan Lewis from the College Arts and Science. She has joined the Policy Committee.
- Please welcome members of the KSL Staff Training and Development Advisory Committee Sharon Gravius, Ronald Chambers, and Jennine Vlach.
- Announcements from Vice Chair – please sign up for committees if you haven’t already. Please email Robin Kramer with your committee selections.

Nomination Speeches--Electing Secretary (2 year commitment) and Vice Chair (3 year commitment)

Secretary

Marie Vibbert from MSASS

Paul Breitzmann from Management has been at CWRU for 3 years as a Senior Web Developer. He has no real secretary experience but wants to stay connected with greater university campus

Vice Chair

Becky Kahl from Medicine has 2 years of experience serving on the Staff Training and Development Committee with Kathie Dowdell and with Barb Jukinalis on the Fringe Benefit. She wants to make CASE a better place for all of us.

Christian Swol is an IT Specialist in Research Admin. He wants to learn more about University and build relationships on campus.

If haven't received ballot by email by 1 pm on April 9th, please let Robin know.

5 Reports of Standing Committees

5.1 Communications — Currently working on website changes including adding photos of past events.

5.2. Community Service – The community service committee will be participating in the Vision Walk, a fundraising event for the Foundation Fighting Blindness on Saturday, May 22nd as part of the CWRU team. Will also be working on Case Serves Day in which they committee will be donating office supplies to area schools. Center for Civic Engagement & Learning has volunteer opportunities available online and you can sign up on line.

5.3 Elections – The committee has been working on Officer Elections, for both Vice Chair and Secretary. Robin requested bio sketches from each of the nominees. Anita updated website for officer elections. Please let the elections committee know if anyone has left Case or transferred departments. The Committee also discussed the proposed changes to the constitution. Clarification had been requested regarding the term limits of members. A clear definition is needed for replacement representatives regarding what will constitute a full term for re-election purposes. The Committee will vote on the definition of full term and will deliver the consensus to the Constitution Committee along with other agreed upon possible revisions.

5.4 Fringe Benefits – **President's Advisory Council** on women (PACA) will be supporting breast feeding rooms on campus.

Over 300 people responded to the campus bus survey. The survey is still open and will close around the end of April. Various issues have been brought up from safety at night and buses not running on

schedule, not stopping at designated stops. Dick Jamison, Kathy O'Linn and John Wheeler will be able to go in and view all comments.

Retirement seminars---This committee has met with Erica Merritt in HR to offer suggestions for the development of a series of seminars.

5.5 Staff Policy – The staff policy committee is currently discussing a Social Media in the work place policy with no policy or resolution yet. They are also working on creating a policy on supplemental retirement, changing defaults from an “opt-in” benefit to an “opt-out” benefit. They will be discussing with HR. Carolyn Gerich will also be bringing a policy to the committee to work on; details are forthcoming.

5.6 Staff Recognition – Currently working on several projects:

- 1) Presidential Award—A total of 25 nominations were received. **Ten members of the Staff Recognition Committee will work on selection of the nominations and then submit recommendations to HR, to check** eligibility. The nominees are then sent to the President for final approval. The winners will be announced at the June 9 Awards brunch from 10-12 in Thwing Ballroom.
- 2) Party on the Quad –currently soliciting donations for the party including prizes. The Party on the Quad will be held on July 30, 2010. The committee will work on preparing fliers and firming up a theme.

5.7 Staff Training and Development – Steps4staff will take place on June 11. Monthly fliers will be delivered. As well, the committee would like to pass out fliers at lunch time at main cafeterias. President Snyder will be kicking off the event that will raise funds for SEEF. The committee is also discussing ways to enhance exposure. Funds can be donated right to SEEF through the University Appeal. The next meeting is scheduled for April 21, 2010 at noon in Adelbert Room 353.

6. Reports of Liaisons to University Committees

6.1 Faculty Senate – Kathy O'Linn attended. No official report.

6.2 University Fringe Benefits—March 10 meeting included a discussion on National Health care reform. It does not look like University plans will be considered the “Cadillac” plans that will have tax implications. The University is also looking at new administrative org to handle all medical plans, and may look into tiered levels of coverage. Cobra subsidy extended has also been extended to 15 months.

6.3 Diversity – Annual achievement awards luncheon on April 22. Faculty, staff and student leadership.

6.4 Climate Action Plan Steering Committee— meet weekly; 2 consulting firms interviewed to develop climate action plan. Once firm is chosen

7 Ad Hoc Committees

20th Anniversary of SAC – Continuing to work on video for the 20th Anniversary Luncheon.

Constitution Committee – Continue work on constitution; any issues addressed please contact Kathryn Howard or Kathy O’Linn.

8. OLD Business—included under announcements

9. NEW BUSINESS

A. Nomination Speeches – included under announcements

B. SPEAKER—Art Hardee – Director of University Security and was one of the original SAC members. He has spent 30 years at CWRU and became Chief of Police in 2006. Came to address bicycle safety to the council since there have been several accidents on campus such as bikes hitting cars, and bikes hitting pedestrians. Now including bicycle safety during orientation. He also reminded everyone to sign up for WARN – early warning system to advise of any danger on campus.

C. Announcement-- SAC is Co-sponsoring Administrative Professionals Luncheon, so make sure to RSVP.

10. Adjournment--- The Meeting was adjourned at 11:31 am.