

SBS Staff Council Meeting Minutes
February 13, 2002
9:00 – 10:00 am
Douglass 102

Attendees:

Yolanda Becerra, Linguistics; Luise Betterton, Medieval/Reformation Studies; Martha Castleberry, Judaic Studies; Elizabeth Dyckman, Center for Middle Eastern Studies; Dirk Harris, Anthropology; Vickie Healey, Political Science; Nova Hinrichs, Cognitive Science; Debbie Jackson, Philosophy; Lauren Johnson, Women's Studies; Beth Marlatt, Near Eastern Studies; Rhoda Ray, Geography; Maria Rodriguez, BARA; Carey Willits, Communication; Diane Ybarra, History; Angelica Wyle, Latin American Area Center; Kimberly Young, Mexican American Studies

Absent:

Justin Beltran, Psychology, Lupita Cruz, SW Studies Center; Kris Hogeboom, Sch Info Resources & Library Science; Cynthia Likewise, SBS Administration; Young-Gie Min, SBSRI; Deborah Petrich, Sociology; Sylvia Quintero, Journalism

Chair Yolanda Becerra called the meeting to order.

Secretary Beth Marlatt sent around the attendance sheet and asked for any changes or corrections to the minutes from January 30. The minutes were approved.

Yolanda Becerra introduced some proposed roles of the Chair for the SBS Staff Council which included; run the meeting, call on people to speak, function as liaison between the Dean and the staff council; communicate with SBS staff in general.

Yolanda then introduced the proposed roles for the Co-Chair which included; announce ground rules at the start of each meeting, collect agenda items, type and distribute meeting agendas via email.

Lastly, she introduced the proposed roles for the Secretary which included; take meeting minutes, distribute minutes to the SBS staff at large via the SBS_Staff listserv, circulate attendance sheets at meetings, and collect information for the committee as directed.

Discussion followed and the proposed leadership roles were adopted.

Co-Chair Dirk Harris outlined our meeting ground rules for discussion. These included; no interruptions, raise hand to be called on, speak for yourself and in the first person (i.e., not "I heard," or "so and so said"), no attendance no vote, representatives are responsible for finding an alternate to attend in the event that they cannot come, decisions will be made by a simple majority vote.

Discussion followed. The ground rules were accepted with the exception of ‘no attendance no vote’, which was changed so that representatives may send in an absentee vote by email, or have their alternate vote for them.

Interim Dean Charlie Hurt gave us his expectations of the Staff Council which include:

- 1) To give the Dean feedback, help and direction on a regular basis;
- 2) Communicate with the Dean regarding staff and other issues;
- 3) Deal in partnership with the Dean regarding some tough issues that are coming up. Dean Hurt shared that he was responsible for writing the “Extension for shared Governance Agreement,” which adds staff to the structure of the College’s decision making process.
- 4) Figure out what he has left out of this list and bring it to the table for him to consider.

Yolanda Becerra asked Dean Hurt to give the Council clarification about the Staff awards and the budget for those awards.

Charlie responded that he prefers to ask the staff to tell him how much they need, and then develop a budget based on that instead of a predetermined dollar amount.

Regarding the awards, Charlie said that he would like to leave the criteria and process up to the staff council.

Dean Hurt explained that he wants to make the College of SBS the best place to work and would like the Staff Council to help him in that effort.

Next Dean Charlie Hurt mentioned that there is still a level two freeze on at the university where the Provost has to sign off on hires. He then said however, that his office will support staff increases and hires for excellent cases.

The Dean was asked why SIRO has no representative to the Staff Council, even though it has 16 staff employees. Lauren Johnson volunteered to check into this and will report back.

Dirk Harris called for agenda items for the next meeting. Agenda items for the next meeting will include the three top staff issues we have been gathering through the staff council department representatives.

The meeting was adjourned.