Minutes
Wednesday, April 13, 2016
9:00 am to 10:00 am
Grille Conference Room

Attendees: Staff Council Representatives, Human Resources, Staff

Present: Brook Escobedo (District D, MCSC President), Catherine Tobin (District E), Ken Pierce (District K), Brenda Ellis (District L), Steve Ratkovits (District F), Missey Thompson (District A), Lauren Berlamino (Member at Large) Tori Jones (District B), Alyssa Cutter (Student Financial Services) Jolene Newton (French, CAOS)

Not in attendance: David Delphia (District C), Theresa Hinman (District J).

9:00 a.m. Open meeting and introductions

9:05 a.m. Committee Reports/Treasurer’s Report
Events – Lauren: staff fest emails out to districts. Volunteers to help us for staff appreciation release time; celebration on quad outside McCullough. Food, games, socializing. The next learning lecture in BiHall on Eastern Religions is at 12:15 p.m. Missey is compiling totals for food drive for Middpoints. Theresa is in planning process for big staff trip, most likely Boston trip.
Compensation – Brenda will report out on survey
Budget – Catherine: $200 left; elections and ice cream social left. We will make it work.

9:15 a.m. Old Business

• Approve meeting minutes

January, February, March approved

9:25 a.m. New Business

• Community Council: new rep & update (Theresa)
• Update from Dave Donahue (Brook)
  o Brook met with Dave. Staff Fest announcement approved
  o Constitution – significant changes. Present to SLG group. Meeting next month. Form required for signatures.
  o Asked about funding for Lake Monsters game, in place of children’s party each year. Could president’s office fund that instead? Still pending.
  o Prepping for May board meeting. Big agenda is budget and new board chair.

• Constitution update (Ken)
  o Present to Senior Leadership Group
  o Steps to amend it; collect signatures to put motion to amend on the agenda.
  o Drupal form in process.
  o Updates to old/out of date language, don’t make sense anymore.
  o Present changes at special meeting
  o Biggest thing to chat about – constitution is for Middlebury college staff council. Change the name to Middlebury Staff Council. The Institute currently has its own group. Moving in the direction of being one. Open to the current draft to include Monterey if they so choose.
  o Benefits eligible staff voting only
Questions about staff eligible and how many are not benefits eligible; who is not being represented
District emails – who are they reaching
All events advertised in MiddPoints

Compensation Survey - Brenda
- Compensation survey complete; Last biannual survey was fall 2014.
- This year, compensation committee wanted to drill into compensation; various changes with matrix, salary raises, merit, etc.
- First survey done after pay matrix came out, initially some people upset; bottom third approaching expectations getting higher percentage than top third meeting expectations.
- Two versions – just summary responses from this survey and statistical data
- Overall questions concern salary portion. People are satisfied with benefits.
- Raise pool %: New results. More in dissatisfied column.
- Extra merit: Many more people dissatisfied at 52%.
- Only asked what band they are in, not classified by district
- Same link went to everyone. Can’t identify survey participants unless they self-identified.
- 20% agreed that Middlebury adequately compensated me for extra duties
- More than half feel they haven’t been adequately compensated for extra duties
- Comments optional for all questions.
- How understandable is pay matrix? Most think understandable
- Some people didn’t know what band they are in.
- How satisfied are you with pay matrix system? Over half not satisfied
- More than half of staff are in bottom third of pay.
- Committee looking through comments more in depth.
- Brenda is not comfortable sharing all comments with all staff.
- Will share with administration after removing identifiable comments
- Results already sent to administration. (Not comments).
- Administration included President Patton, Patrick Norton (VP for Finance and Treasurer), Cheryl Mullins (HR), Karen Miller (new VP for HR and Chief Risk Officer).

Staff Fest Planning ongoing with email to all districts looking for volunteers to help brainstorm and organize event
Mini Grant Proposal – April 29th deadline. Perhaps use toward Lake Monsters game or Staff Fest budget
Open Meetings on Financial Sustainability

10:00 a.m. Adjournment

Staff Council regular meetings are open to all Middlebury College staff members. Staff members should let their supervisors know if there is a particular meeting they wish to attend. Supervisors will seek to find a positive balance between addressing operational needs and support staff requests to attend these meetings.

Want to look back at past meeting information: http://www.middlebury.edu/offices/administration/scouncil/minutes