Changing of the Guard
An Overview by the Staff Council Steering Committee

Soon a new Staff Council will convene. And with a new council will come new agendas and ideas. The Steering Committee is working with the Staff Development Committee to coordinate the turn over of Staff Council’s responsibilities and assist new members with information about Staff Council and what they might expect of their council. They will be a better informed council, for this year we have worked on improving communication not only among council members but with all staff.

Our community forums focused on issues of staff representation on college committees, improving communication with senior administrators, and a discussion of the “Statement of Principle of Staff-Student Sexual Relationships.” Some outcomes of these forums upon the suggestion of one staff member, responding to the President’s question about why her open hours are poorly attended, President Dunn met with the Dining Service staff in the Quad in April and with library staff in May. Also Staff Council will be receiving a revision of the statement on staff-student sexual relationships from President Dunn, for consideration. Finally we have a pretty good list of who represents us on what committees. This project was started in our first year and took some time to piece together the information. A seemingly simple project took a very long time to complete because we do have limited time and energy for Staff Council; gathering the information was more difficult than we expected. This is something for all of us to remember when we get impatient with how long it takes to get things done. It’s not like someone is standing in our way, it’s just that we have to find our way together.

While many staff members were disappointed that we were not included on the Presidential Search Committee, we were invited to meet and discuss with John Chandler, consultant to the search committee, on the institutional profile. Be assured that Mr. Chandler, Kate Webster, incoming chair of the Trustees, Joyce Moran, chair of the presidential search committee and President Dunn, and many others, are aware that we want more involvement with the decision making process that affects our work here at Smith.

So we go with what’s possible while always working towards more staff inclusion. For example, currently we are making progress with staff representation on the committee for Campus Planning and Resources. This committee considers long range planning for the college (I thank Jonathan Lovel for his persistence in encouraging Staff Council to ask for staff representation). While Staff Council works on the nitty gritty of different

continued on page 2

Staff Council Election Results

The members for the 1994–95 Staff Council are:

<table>
<thead>
<tr>
<th>Name</th>
<th>Dept.</th>
<th>Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Sheehan</td>
<td>CFO</td>
<td>ADM</td>
</tr>
<tr>
<td>Linda Jacque</td>
<td>CFO</td>
<td>ADS</td>
</tr>
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<td>Marilyn Woodman</td>
<td>PRE</td>
<td>ADM</td>
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<td>Marti Hobbes</td>
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<td>Patty Kimura</td>
<td>DOC</td>
<td>ADS</td>
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<tr>
<td>Barbara Day</td>
<td>DOF</td>
<td>ADS</td>
</tr>
<tr>
<td>Brian Lindeman</td>
<td>ENR</td>
<td>ADM</td>
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<td>Valerie Schumacher</td>
<td>ENR</td>
<td>ADS</td>
</tr>
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<td>ADS</td>
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<td>Gerie Owen</td>
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<td>ADS</td>
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<td>Scott Girard</td>
<td>Physical Plant</td>
<td>SER</td>
</tr>
<tr>
<td>Tracey Warton</td>
<td>Physical Plant</td>
<td>SER</td>
</tr>
<tr>
<td>Jay Lucey</td>
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<td>SER</td>
</tr>
<tr>
<td>Kevin Skelly</td>
<td>RADS</td>
<td>SER</td>
</tr>
<tr>
<td>Michele LaRock</td>
<td>RADS</td>
<td>SER</td>
</tr>
<tr>
<td>Patty Hentz</td>
<td>RAJS</td>
<td>ADM</td>
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<td>Kathy Yarmell</td>
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<td>ADS</td>
</tr>
<tr>
<td>Sandy Byenski</td>
<td>IS</td>
<td>ADM</td>
</tr>
<tr>
<td>Cindy Rucci</td>
<td>Libraries</td>
<td>ADS</td>
</tr>
<tr>
<td>Janet Spongberg</td>
<td>Libraries</td>
<td>ADM</td>
</tr>
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</table>

Congratulations to the new members! You will be receiving orientation materials soon.

There are still nine seats to fill. Residence and Dining Services has three more seats open to service staff, as does the Physical Plant. The President’s reporting group has a seat open for one administrative position and the Dean of the Faculty’s group has two administrative seats open. The Campus School has one seat open for either an administrative position, or administrative support. Send a note to Staff Council if you’re interested in one of these positions! —Kevin Skelly
tasks, we also keep a vision of what we want Staff Council to be and take the steps to realize that vision. That vision will change as we grow and as new members come and add their vision.

If I just listed what Staff Council has accomplished this year that might be enough for some to say, “Thanks, you all did a good job.” For some it might be the chance to ask, “Does Staff Council really do anything important for staff?” It will depend how you look at that glass of water and how thirsty you are. If you are thirsty enough to take a drink, to get involved then you might feel some satisfaction in working on making Smith better, instead of seeing a half empty glass not worth the drink. It’s true your thirst will not be totally satisfied, and since when are we every really satisfied? Staff Council will never be a panacea. And yet as we struggle to be so, we grow and learn. We learn our limits, test them, push them, and feel them stretch.

At the last Staff Council workshop “Effective Problem-Solving and Decision-Making In Meetings” there was much discussion on the problems with Staff Council. It takes time, work, and courage for an organization to clarify what needs improvement. The trick is to take that time to work on the internal structure while continuing to work on external goals as well. It is a balancing act.

Next year’s Staff Council members will come into an organization more established, more respected, and more assured of our role on campus. This year’s Staff Council members can be proud they helped set Staff Council on firmer ground.

There is and will always be plenty of community building for Staff Council to be doing and as long as we remember that we must work with the administration, trustees, faculty, students and the community we will accomplish more. Our purpose is simple—to represent staff at Smith College, how we do that will depend on our collective vision of all those members of staff. Share that vision by getting involved either by serving on Staff Council, or sit on a college committee, write letters to The Counselor Chronicle, or come to the community forums, discuss your ideas with Staff Council members, be involved in some way so that you may be a part of helping staff find a more collective voice.

My final comment as Chair of Staff Council: I ask that every member of the staff give Staff Council a chance, be patient, try to understand that those of us that give our time and energy to Staff Council, do so because we care. We will make many mistakes along the way, and I hope that rather than first criticizing Staff Council for not doing the right thing, staff will get involved and help work for change.

—Joan Ballas, Chair (ADM)
Scott Girard (SER)
Jay Greco (ADM)
Jonathan Lovell (ADM) **
Jay Lucey (SER)
Cindy Rucci (ADS)
Stacey Schmeidek (ADM) **
Bill Sheehan (ADM)
Nancy Slator (ADS)

Each project accomplished, each process established, represents one of the many steps forward Staff Council will take in the coming years.

Finance and Budget

In an effort to keep the staff informed, the Budget and Finance Committee continues to report on aspects of the college budget that are of interest to staff members. In this newsletter we concentrated on benefits expenses as a percentage of salaries and the budget. With the help of Jonathan Lovell and Eileen Corbeil, we pulled together some interesting facts and figures on benefits and how they relate to the overall cost of employee compensation. These facts and figures represent an overview of staff and faculty benefits. (See p. 4)

We are hoping that the incoming Budget and Finance Committee will continue this process in future Chronicles.

If you would like this committee to research any particular aspect of the college’s finances, please let us know.

—Mickey Finn, Chair (SER)
Cathy Brooks (ADS)*
Janet Dibrindisi (ADS) *
Jonathan Lovell (ADM) **
Jan Maggs (ADM) *
Lynne Walton (ADM)

Communications

The 1993–94 year has been extremely busy for the Communications Committee. Aside from producing this newsletter, the committee has been involved in staff activities, staff recognition and, of course, campus communication in general. We seem to make the most progress when we focus on specific projects. Cindy Rucci has been instrumental in forming the Activities Committee, and will work with that group to organize various social and educational activities for staff. (See the Activities Committee Survey on p. 11 of this newsletter.) I recently helped organize Staff Visions, the staff art exhibit, along with staff member Amy Holich. This annual exhibit is just one part of an evolving program of staff recognition, and Amy and I look forward to another successful year in 1995.

It’s rewarding to see concrete results emerging from the many meetings, telephone calls and hours of extra work. Perhaps the key is to focus our energies on these specific projects each year, and to avoid the overwhelming mindset that we have to do everything for everyone, and immediately. Each project accomplished, each process established, represents one of the many steps forward Staff Council will take in the coming years.

Lastly, I’d like to thank our committee members for their efforts. It has been a pleasure working with this group.

—Patricia Hayes, Co-chair (ADM)
Cindy Rucci, Co-chair (ADS)
Marti Hobbes (ADS) **
Karen Koppa (ADS)
Bob Lolow (SER)
Chet Saltis (SER) *
Louise Walton (ADM)
Nominations and Elections

Besides the recent election, we have been working on the long term project of compiling the information about the various campus-wide committees, a project near completion. The committee has also had several new issues referred to us in the recent meetings, including appointments for the CP&S, and seating the newly formed Activities Committee.

As Chair for this committee my first recommendation would be to elect this committee from the Staff Council at the same time as we elect the officers. This gives the committee a head start on their tasks and provides balance and assistance to the officers in setting up the rest of the committees.

There are some other tasks that will be before us in the next year. We on the committee feel that the forms for ballots and nominations need to be redesigned to make them less confusing. The placement of the ballot boxes might be improved by putting them in places where more people go. If the committee can look at these issues early in the year, it will make it easier for us later when it's election time again.

At our next meeting we will be discussing ways to improve the transition to a newly seated Staff Council. We will start by putting together a small package of information considered to be helpful for new members. Undoubtedly this package will be able to stand some improvement in the coming year for the new members of 1995.

That covers the major themes of what we think this committee will be faced with in the coming year. There will be seats on campus committees that will need to be filled along the way, and this job should be a bit easier this time around due to the continuing work on the directory of committees we've been doing this year. Over the past year the scope and focus of this committee has become clearer, and we've been able to identify some areas where improvement is needed, so we will move into the coming year with a full agenda, and a plan to help the committee realize its goals more easily.—Kevin Skelly, Chair (SER)

Diane Bronstein (ADM)
Elizabeth Johnson (ADS)
Jeff Rankin (SER)
Tom Russell (ADM)
Valerie Schumacher (ADS)

Personnel Policy

I would first like to say thank you to the members of the Personnel Policy Committee for their time and support given me as chair and thank you to staff for all the issues brought to us. I have greatly appreciated it.

The committee has met twice since The Council Chronicle was last published. The main topic of discussion has been the tuition benefits offered to staff at the college. The committee is currently working on a letter to be sent to Human Resources for clarification of the current policy. As the year is coming to a close, I am not sure how the questions will be addressed, but I am certain that the issue will continue to be on the Personnel Policy Committee agenda.

As always, we invite staff to forward to us their concerns and the committee will research them to the best of its ability.

—Gina Zaworski, Chair (ADM)
Marion Abrams (ADS)
Kathleen Casey (ADM) **
Janet Durkin (ADM)
Matt Russo (SER) *
Tracey Walton (SER)
Kathy Yarnell (ADS)

Staff Development

The staff of the college have received two surveys from Staff Development and Training Specialist Kathleen Chatwood. The Workshop Interest Survey, which was sent out in December, sought to determine those areas where staff believed they could most benefit, professionally and personally, from training. In March a Staff Training and Development Needs Assessment Sur-

v

vey was sent to staff. That survey, which was co-sponsored by the Staff Council Staff Development Committee, was based, in part, on the Committee members' discussions of the workshop and training program itself. The survey sought the staff's input on the access to workshops (i.e. registration process, supervisors' influence, reasons for enrolling or not enrolling) and the effectiveness of the training programs themselves.

Kathleen Chatwood shared the results of these surveys with the Staff Development Committee, and she has begun and will continue to share the results with the college community. More importantly, the type of workshops and training offered will reflect staff input. In addition, staff preferences on factors such as location, time, and length of workshops, as well as methods of registering will be incorporated, when possible, into the future semesters of staff training and development.

As this year ends, I want to thank the committee members for their enthusiasm for the work of this group. Everything we accomplished was due to a group effort. The Staff Development and Training Program for Smith College staff will continue to improve as staff input continues to be sought. The first year of this program was successful, in large part, to the efforts of Kathleen Chatwood. Her continued success will be assured as long as staff let the Staff Development Committee and/or Kathleen know their training needs.

—Mary Lou Boudal, Chair (ADM)
Lea Ahlen (ADM)
Kathleen Chatwood (ADM) **
Sylvia Craft (SER)
Anita Hickey (ADS) *
Michele LaRoc (SER)
Lucinda Williams (ADS) *
1992–93 Benefits Expense

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<th>Expense</th>
<th>Percent of Salaries</th>
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<td>Retirement Plans</td>
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<tr>
<td>Social Security &amp; Medicare Taxes</td>
<td>3,058,420</td>
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<tr>
<td>Medical &amp; Dental</td>
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<tr>
<td>All Other Benefits</td>
<td>1,699,292</td>
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<tr>
<td>TOTAL</td>
<td>$11,486,415</td>
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Benefits as a Percentage of Salaries and the Budget

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<th>BENEFITS PERCENT OF</th>
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<td>10.1%</td>
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<td>18.9%</td>
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<td>18.6%</td>
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<td>19.3%</td>
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<td>20.3%</td>
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<td>Salaries</td>
<td>21.4%</td>
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<td>23.2%</td>
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<td>Salaries</td>
<td>24.5%</td>
<td>11.1%</td>
</tr>
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<td>Salaries</td>
<td>25.6%</td>
<td>11.6%</td>
</tr>
<tr>
<td>Salaries</td>
<td>25.3%</td>
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<tr>
<td>Salaries</td>
<td>25.1%</td>
<td>11.2%</td>
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Demographics of the Smith Health Care Program

as of 4/21/94

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<th>Family</th>
<th>Spousal Contrib.</th>
<th>Single Parent</th>
<th>Waived</th>
<th>Total Other</th>
<th>Total Participation</th>
<th>Total (Incl. Other)</th>
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<tbody>
<tr>
<td>Kaiser</td>
<td>161</td>
<td>111</td>
<td>12</td>
<td>0</td>
<td>—</td>
<td>12</td>
<td>272</td>
<td>284</td>
</tr>
<tr>
<td>Smith Plans</td>
<td>289</td>
<td>122</td>
<td>10</td>
<td>8</td>
<td>—</td>
<td>18</td>
<td>411</td>
<td>429</td>
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<tr>
<td>HMO Blue</td>
<td>270</td>
<td>156</td>
<td>13</td>
<td>8</td>
<td>—</td>
<td>21</td>
<td>426</td>
<td>447</td>
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<tr>
<td>Waived</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>167</td>
<td>167</td>
<td>—</td>
<td>167</td>
</tr>
<tr>
<td>Total participants</td>
<td>720</td>
<td>389</td>
<td>35</td>
<td>16</td>
<td>0</td>
<td>51</td>
<td>1109</td>
<td>1160</td>
</tr>
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</table>
Questions and Answers

Questions from staff should be addressed to Staff Council and sent to the Staff Council mailbox at Central Services.

Q I have been told that the presidential search committee is comprised of 3 faculty members, two committee members, and roughly 20 trustees. I have also heard that the Staff Council Personnel Policy Committee asked to have a representative on the search committee, but that this initiative was turned down.

1. Why was the initiative turned down?
2. Who made this decision?
3. Given that administrative and administrative support are engaged in the mission of the college, and that they are the ones who will be working most frequently with the president, why are no administrative and administrative support staff on the presidential search committee?

—Lynn Weissman, Research Associate, School for Social Work

A “1. Why was the initiative turned down?” I was told it was because the trustees believe it to be inappropriate for staff who report to the president to be on a search committee for their boss.

2. I believe your second question was answered in the last Council Chronicle in my article “What’s Going On?” The trustees made the decision to exclude staff from the presidential search committee.

3. I think the answer to question #1 also answers your question #3. It is frustrating for us all that staff are not included on the search committee. If you would like further clarification, I suggest you submit any additional questions to Staff Council to be passed on to Phoebe Lewis. The response will be printed in The Council Chronicle.

—Joan Ballas, Chair of Staff Council

Q Years ago, when I worked for Governor Dukakis, he would make periodic visits to various departments and offices to see where/how the staff work, to meet them in their own environments, and to talk about the work they do and issues they have. Could that be a substitute for some of the president’s open hours?


A I understand that as a result of the questions at the November Community Forum about my Staff Open Hour a suggestion was made that I make periodic visits to departments. I think that is a good suggestion, and I would like Staff Council’s reaction to the following proposal:

I currently try to have eight Staff Open Hours each year, four in each semester. I propose that one Staff Open Hour each semester be held in my office and that the remaining three open hours in the semester be set aside for me to visit departments with Staff Council determining which departments I should visit. Prior to the beginning of each semester, Judi Marksbury could notify you of the Staff Open Hour dates. Staff Council could then schedule those dates with specific departments and let Judi know which departments will expect me to visit them.

I like the idea of visiting departments and having Staff Council select those I should visit. I look forward to hearing from you about this proposal.

—Mary Maples Dunn, in a March 17, 1994 memo to Joan Ballas.

President Dunn visited the Quad RADS staff on April 25, and the Neilsen Library staff on May 12

Q Why do we find out about current job openings on campus in the newspaper before we get the information internally? By the time we receive the official announcement, it is close to the deadline date for applying.

—submitted anonymously for publication in the February issue of The Council Chronicle, and reprinted here.

A In order to hear about Smith job openings sooner, staff are urged to consult the 24-hour Smith College job line (585-2278). (See Promotions and Transfers, Section 303 of the Smith College Staff Handbook.) With the finalization of the Hiring Process Review Committee report still in progress, the job line will give staff immediate access to all job vacancy information.

Near-future methods for posting job vacancies will include distributions to information liaisons (for departmental distribution and for posting on official college bulletin boards) and a VAX-based job directory. Currently, job vacancies are word-processed, printed, and then distributed by hand on campus, while off-campus newspapers are able to receive a fax in an instant. The goal is to make the on-campus process as efficient as the off-campus.

The Hiring Process Review Committee will be finalizing its report and publicizing the results this summer.
Develop Your Writing Skills While Working at Smith!

Attention all Service and Administrative and Academic Support Staff!

Have you wanted an opportunity to develop your writing skills while working at Smith? Staff Training and Development, Office of Human Resources is offering a 10-week course with work release time granted through the college's participation in the Department of Education sponsored Workplace Education Program.

The class will run once a week and will be held on campus on Tuesdays, June 7–August 9, 1:30–4:30 p.m. Supervisory approval will be necessary. (Don't forget to consider creative work coverage arrangements to enable your participation.) To register or to obtain further information, contact Kathleen Chatwood, Staff Training and Development, ext. 2263.

Class Description: Expressions Writing Workshop

This is a participatory workshop for employees who want to have fun improving their writing skills. Instructors Myra Hogan and Li Liu will encourage you to write about themes which are important to you—themes from the workplace and other areas of life experience—and to share your writing and your feedback on writing with your peers.

Writing will be taught as a process which involves focusing primarily on what participants want to say and secondarily on editing for grammar, sentence/paragraph structure, and spelling. We will ask for participants' feedback on the curriculum and implement your suggestions in subsequent sessions.

There will be some minimal homework (approximately one to two hours each week). Participants should expect to commit to attendance at all 10 sessions. Class size is limited to 15 people, so register early for what promises to be a fun and exciting learning opportunity!

Staff Recognition

The Communications Committee has been working with ideas to enhance staff recognition at Smith. A comprehensive staff award program is in the making, but will take time to implement. There are practices that can be put in place more quickly however. The following concepts are suggested by our committee, are strictly voluntary in nature, and can be managed by individual departments.

Lunch-Hour Departmental Tour

Staff members are asking for additional opportunities to learn about what goes on in other departments and to meet other members of the community. The Communications Committee suggests that departments consider organizing tours, and that tours be held during lunch hours, to avoid release time and other scheduling problems. Several departments in one building might get together and have a group open house. Participation is of course voluntary.

The goals of the tours might be:
1) to recognize the contributions of staff in their own departmental settings
2) to educate the community as to what goes on where
3) foster a sense community for everyone and anyone who is interested.

Scheduling and publicity can be arranged through the Office of College Events, as with any other college event.

Staff Anniversaries

How many years have you worked at Smith? Many departments recognize staff birthdays, so why not staff anniversaries? If your department is interested, consider adding an anniversary celebration to your birthday routine (if you have a birthday routine, that is). Participating departments can decide what kind of personal recognition would be appropriate and would be responsible for creating and monitoring their own list of anniversaries. Some groups in the libraries have already begun the practice.

Recognizing staff anniversaries might be a good, yet simple way for staff in your department to show their appreciation for each another!

Activities Committee

On March 15th, Staff Council unanimously passed a motion calling for the creation of an Activities Committee. The purpose of the committee is to help promote a sense of community by providing opportunities for staff to meet and enjoy the company of their associates in a non-work environment. It is modeled after an extremely successful group founded by the University of Vermont Staff Council in 1988.

The committee met for the first time on May 3rd in the Technical Services Conference Room in Neilson Library. Attending the meeting were Judy Biardi and Cindy Rucci from the Libraries, departmental appointee Kathleen Chatwood from Human Resources, Karen Korza from the Rental Office, Marie L'Heureux from the Graduate Office, and Audrey Pomeroy from the Art Department. Additional positions for service and administrative staff will be filled this summer with the assistance of the next Nominations and Elections Committee.

Topics on the agenda for the initial meeting included discussion of community service projects, bus trips, and special interest groups. The first project we are working on is finding volunteers to help landscape the Northampton Memorial in downtown Northampton. Staff members with green thumbs are encouraged to contact Judy Biardi (ext. 2923 or e-mail SMITH:JBIARDI) if they are interested in this or any other gardening activities. Staff members who dog walk are invited to contact Janice Reddy (ext. 3007 or e-mail AISVAX:JREDDY). Janice is interested in organizing a group to share health, nutrition, and obedience training tips, exchange dog sitting services, and participate in outreach programs.

If you are interested in these or other activities, please take a few minutes to fill out the survey located elsewhere in this newsletter. Feel free to make additional comments and suggestions. We will use the results of the survey to plan recreational activities we hope everyone will enjoy—Cindy Rucci, Acting Chair (ADS)

Judy Biardi (ADS) *
Kathleen Chatwood (ADM) **
Karen Korza (ADS)
Marie L'Heureux (ADS) *
Audrey Pomeroy (ADM) *

We Need Volunteers!

Volunteers are needed immediately to help landscape the Northampton Memorial in downtown Northampton. The space needs to be finished before Memorial Day. If you would
like to help, please contact Judy Biardi at extension 2923 (or e-mail SMITH: JBIARDI) by May 25th.

Back by Popular Demand

The all-college picnic will again be on June 21 and it will be catered this year by our own Dining Services staff. When given the option of using an outside caterer, staff opted to provide the service themselves as a matter of both pride and practicality. (Dining staff often assisted outside vendors and yet the food and service provided did not match Smith’s own high quality.) To alleviate the work for catering personnel on the day of the picnic, the college will have an outside ice cream vendor serve dessert, and picnic participants can volunteer in advance to help with serving or cleanup.

The food will be traditional barbecue fare, including vegetarian burgers and several different salads. Several members of staff council volunteered to make recommendations for picnic entertainment, keeping in mind a suggestion from last year that there be activities for children as well as adults. Weather permitting, volleyball nets, softball bats and a croquet set will be provided by the Athletic Department.

—Janet Durkin

March Staff Council Community Forum

Presentations by staff members who serve on campus-wide committees and a discussion of the proposed “Statement of Principle on Sexual Relationships between Employees and Students” were on the agenda of Staff Council’s final Community Forum of 1993/1994 held March 17 in Sage Hall.

Staff Council Chair Joan Ballas presided the committee reports by noting staff often feel isolated because it’s difficult to find out which committees exist, who serves on them, and what they’re up to. Promoting the work of these committees is something Staff Council can do to de-mystify the process.

Scott Girard introduced the committee representatives and urged staff to volunteer for this important work. Reports were presented by Tom Russell (Recycling Com-

mittee), Connie Peterson (AIDS Education Committee & Drug-Free Workplace Committee), Ruth Constantine (Campus Planning Committee), Lea Ahlen (Committee on Community Policy), Geraldine Owen (Employee Suggestion Evaluation Committee), Scott Girard (Sick Leave Bank Committee), Janet Durkin (Smith Design Task Force), Mary Lou Wittig (Society Organized Against Racism), Karen Kros (Human Resources Advisory Committee), and Laurie Howie (Special Needs Advisory Committee).

Ballas thanked all those who serve on committees and complimented them for their effort to improve communication on campus.

The second portion of the program focused on the proposed statement of principle concerning staff/student sexual relationships. Staff were encouraged to participate in a free discussion format. Dean of the College Ann Burger and Dean of the Faculty Robert Merritt were in the attendance to answer any questions.

The proposed statement currently reads as follows: “Sexual relationships between employees of the college and students they supervise violate the ethics of employment at Smith and are inconsistent with the mission of the college. Since employees are at least potentially in the position of supervising, evaluating, or advising any student, it is generally inappropriate for staff members to engage in sexual relationships with students. Sexual relationships are unacceptable when the employee is directly involved in the supervision of a student. Staff members should be cognizant of the fact that sexual relationships with any student with any student carry some risk of damaging the student's educational experience and the employee's career.”

Staff members in attendance raised a number of concerns, among them whether the proposed statement would apply to sexual relationships with non-traditional aged students such as Ada Comstock Scholars and graduate students, whether the statement should be qualified to apply only to staff in supervisory positions, and whether the proposal applied to pre-existing relationships. It was also unclear what the repercussions would be for those who knowingly violated the statement of principle.

Dean Merritt stressed the fact that the proposal was concerned with professional ethics and was not an attempt by the college to impose a moral standard on its employees. He differentiated the proposal from the pre-existing sexual harassment policy, noting that harassment may never exist in these cases. Merritt suggested such relationships could have a negative impact on a unit, leading other employees to question what they are being evaluated on.

Ballas concluded the meeting by thanking President Dunn for soliciting Staff Council’s input and stated that a special meeting of the council would be held in the near future to discuss the issues raised at the forum.—Cindy Rucci

A Profile

The Waltons

“Sharing a common workplace and a common cause has brought us closer together,” say mother and daughter Staff Council representatives Louise and Lynne Walton. Louise, the assistant director of the Ada Comstock Scholars program, and her oldest daughter, Lynne, the assistant for administration in the office of graduate study, work in nearly adjacent buildings (College Hall and Lilly Hall), both have served on the 1993–94 Staff Council, and they even have similar job functions.

If it sounds like too much of a good thing, Louise and Lynne are quick to point out the advantages of their dual relationship as mother/daughter coworkers. For Lynne, her mother is a role model whose successful completion of the Ada Comstock Scholars program while working full time had inspired her to take classes herself, including one in elementary aeronautics. (She’s now well on her way to obtaining a pilot’s license!) The two support each other on the job as well, often comparing notes on a range of job-related issues from admission procedures to expanded uses of the VAX.

Although the subject of Smith rarely comes up during their off-hours, Louise and Lynne frequently get together for lunch to “talk shop” about a range of issues at the college. With 20 years of service to the college and experience in at least four different departments between them, and with Louise bringing her added insight as a former Smith College student, the Waltons are invested in the college community and bring to the Staff Council a commitment to making the College the best it can be.—Marti Hobbes
Commentary

Staff Visions a Success!

More than 20 artists and craftspeople exhibited their work at Staff Visions, the second annual exhibit of arts and crafts created by Smith College staff. The exhibit was held April 15-22 in Graham Hall and included sculpture, photography, drawings, oil and acrylic paintings and needlework, among other media.

As one of the exhibit's co-organizers and an exhibiting artist, I was pleased to see the excitement of the guests as they viewed the show, and I was thrilled to see the reactions of the artists as they talked about their own art, and as they admired the work of their colleagues. Some had never exhibited before, and were genuinely inspired by this opportunity to show off their talents. Guests and artists all expressed a great deal of interest in next year's show.

If not for the organizing talents of Amy Holich (also an artist in the show), it would have been much more difficult (if not impossible!) to pull the show together. I'm also very grateful for the help of the other members of the organizing committee, Kevin Skelly and Sal Presto.

Special thanks should go to the all the artists who not only participated in the show, but who also volunteered as monitors. The organizing committee looks forward to working with everyone again next year. We hope to increase the number of artists who participate, so we encourage staff join us. Watch for our inquiry mailing next winter! — Patricia Hayes

Staff Visions is co-sponsored by Staff Council and by the campus unions who funded the reception.

"There is a lot of talent at Smith. Thanks for sharing your visions with us."

"Keep up this new tradition!"

"What a talented group of people I work with!"

— guest comments

A Who's Who of Information Liaisons

Here is a listing of campus information liaisons. Please consider using this worthwhile method of communication.

Anne Powell Anderson
College Events
Garrison Hall

Elizabeth J. Anderson
Student Affairs Office
College Hall 24

Louise Ayars Barden
Office of the President
College Hall 25

Linda Barron
Office of the Dean of the Faculty
College Hall 27

Katherine Anne Bates
Dining Services
Haven Kitchen

Brenda Bolduc
Science Center Office
Burton 117

Ulysses Brown
Dining Services
Chase Kitchen

Leigh W. Buckhout
Building Services III
126 West St.

E. Shelton Burden
Affirmative Action Office
College Hall 3

Alan King Cameron
Physical Plant
126 West St.

Christine M. Carr
Development Office
Clark Hall

Pamela Godfrey Clark
Residence & Dining Services
30 Belmont Ave.

David Cleveland
Motor Vehicle Shop
126 West St.

Shawn P. Connelly
Dining Services
Baldwin Kitchen

Louise M. Cooper
Office of the Registrar
College Hall

Diane O. Cuneo
Institutional Research
College Hall 30

Duangcheun Kanchanalak
Davis Alumnae House

Lisa DeCarolis-Osepowicz
Information Systems
Stockard 12

June L. Delaney
Career Development Office
Drew Hall

Sally C. Donohue
Theatre Department
Theatre T205

Arthur J. Dunn
Electrical Shop
126 West St.

Calvin G. Ewell
Central Heating Plant
126 West St.

Anna Fessenden
Ctr. for For. Lang. & Cult.
Wright Hall 6

Michelle G. Finley
Exercise and Sports Studies
Scott Gym

Robert Fleming
Building Services IV
126 West St.
<table>
<thead>
<tr>
<th>Name</th>
<th>Office/Department</th>
<th>Building/Location</th>
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<tbody>
<tr>
<td>Kathryn K. Flynn</td>
<td>Office of Advancement Services</td>
<td>Clark Hall</td>
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<td>Paul M. Garvey</td>
<td>Residence &amp; Dining Services</td>
<td>30 Belmont Ave.</td>
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<tr>
<td>Michael E. Goodison</td>
<td>Museum of Art</td>
<td>Tryon Hall</td>
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<td>Scott Grabowski</td>
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<td>Donna M. Gunn</td>
<td>Humanities Cluster</td>
<td>Wright Hall 102</td>
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<td>Gail A. Hayes</td>
<td>Director of Libraries Office</td>
<td>Neilson Library 1/13</td>
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<td>Claire M. Kmetz</td>
<td>Office of College Relations</td>
<td>Garrison Hall</td>
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<tr>
<td>Karen M. Korza</td>
<td>Rental Properties Office</td>
<td>30 Belmont Ave.</td>
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<td>Anne-Marie LaFosse</td>
<td>Alumnae House</td>
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<td>Brian Lee Linderman</td>
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<td>College Hall 12</td>
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<td>Nancy R. Long</td>
<td>Dining Services</td>
<td>Tyler Kitchen</td>
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<td>Special Needs Services</td>
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<td>Marian V.H. Macdonald</td>
<td>Ctr. for Academic Development</td>
<td>Seelye Hall</td>
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<td>Elizabeth L. Marshall</td>
<td>Foreign Languages</td>
<td>Hatfield Hall</td>
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<td>Brett H. McGuinness</td>
<td>Residence &amp; Dining Services</td>
<td>30 Belmont Ave.</td>
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<td>Joseph C. McNeish</td>
<td>Dining Services</td>
<td>Smith College Club</td>
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<td>Kathryn G. Messier</td>
<td>Office of the Dean of Enrollment</td>
<td>College Hall 31</td>
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<tr>
<td>Patricia L. Morlier</td>
<td>Telephone Office</td>
<td>College Hall 1</td>
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<td>Richard H. Munson</td>
<td>Botanic Gardens</td>
<td>Lyman Plant House</td>
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<td>Emille R. Nicol</td>
<td>Housekeeping VII</td>
<td>Albright House</td>
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<td>Cathy Ann Noess</td>
<td>Music Department</td>
<td>Sage Hall 102</td>
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<td>Thomas E. Norton</td>
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<td>Andrea M. O'Brien</td>
<td>Health Services</td>
<td>69 Paradise Rd.</td>
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<td>David E. Osepowicz</td>
<td>Central Services</td>
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<td>Geraldine M. Owen</td>
<td>Physical Plant</td>
<td>126 West St.</td>
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<td>Amanda J. Packard</td>
<td>Office of the Dean of the College</td>
<td>College Hall 21</td>
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<tr>
<td>Lucia Page</td>
<td>Office of Admission</td>
<td>7 College Lane</td>
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<tr>
<td>Audrey J. Pomeroy</td>
<td>Art Department</td>
<td>Hillyer Hall</td>
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<td>John A. Pratt</td>
<td>Central Stores</td>
<td>124 West St.</td>
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<td>Salvatore P. Presto</td>
<td>Dining Services</td>
<td>Talbot Kitchen</td>
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<td>Linda J. Rainville</td>
<td>Athletics Dept.</td>
<td>Ainsworth Gym</td>
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<td>Lynn Randall-Schumann</td>
<td>Campus School</td>
<td>Fort Hill</td>
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<td>Dennis F. Reardon</td>
<td>HVAC Shop</td>
<td>126 West St.</td>
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<tr>
<td>Patricia A. Rist</td>
<td>Dance Department</td>
<td>Berenson Studio #1</td>
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<td>Ernest J. Rogers</td>
<td>Painters' Shop</td>
<td>126 West St.</td>
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<td>Donald C. Saltmarsh</td>
<td>Lock Shop</td>
<td>23 Round Hill Rd.</td>
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<td>David A. Schirch</td>
<td>Plumbing &amp; Heating Shop</td>
<td>126 West St.</td>
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<tr>
<td>Evelyn Sparko</td>
<td>Chapel Office</td>
<td>Helen Hills Hills Chapel</td>
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<td>Erik M. Straw</td>
<td>Building Services I</td>
<td>126 West St.</td>
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<td>Erika E. Subocz</td>
<td>Human Resources</td>
<td>30 Belmont Ave.</td>
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<td>Wells Raymond Swanda</td>
<td>Carpenters' Shop</td>
<td>126 West St.</td>
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<td>Lynne A. Walton</td>
<td>Graduate Office</td>
<td>Lilly Hall 106</td>
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<td>Diane L. Warren</td>
<td>Dining Services</td>
<td>Albright Kitchen</td>
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<tr>
<td>Jeanne S. West</td>
<td>International Study Office</td>
<td>College Hall 23</td>
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<td>Kathleen M. Yarnell</td>
<td>Campus School</td>
<td>Gill Hall</td>
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<td>Robert Young</td>
<td>Security Office</td>
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<td>Frank P. Zabawa</td>
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<td>Gina M. Zalkowski</td>
<td>School for Social Work</td>
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<td>Linda J. Zeltier</td>
<td>Davis Center</td>
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<td>Kathleen M. Zieja</td>
<td>Dining Services</td>
<td>30 Belmont Ave.</td>
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<tr>
<td>Maryann Zlomek</td>
<td>Office of the Treasurer</td>
<td>College Hall</td>
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The Council Chronicle reports the actions and efforts of the Smith College Staff Council, an elected body representing all Smith College staff. The newsletter also serves as a vehicle for Smith College staff to express individual viewpoints.

Co-Editors: Patricia Hayes, Cindy Rucci
Graphic Design: Patricia Hayes
Printing: Central Services
Activities Committee Survey

The Activities Committee needs your input to determine staff interests and help us plan for the future. Please take a few minutes to respond to this survey and return it by no later than Monday, June 6th to: Activities Committee, c/o Cindy Rucci, Technical Services, Libraries.

Please answer the following questions by checking off any and all responses that apply to you (multiple check marks are o.k.) and by filling in the blanks where appropriate.

I. Bus Trips
The Activities Committee and the Office of Human Resources plan on sponsoring approximately two staff trips per semester. I would consider participating in the following:

☐ Family-oriented trips
  ☐ amusement parks
  ☐ Mystic Seaport
  ☐ Eastern States Exposition

☐ Holiday Shopping excursions
  ☐ Faneuil Hall/Quincy Market
  ☐ outlet centers in Kittery, Maine or Fall River, MA.

☐ Sporting events
  ☐ Red Sox
  ☐ Celtics
  ☐ Patriots
  ☐ Bruins

☐ Cultural attractions
  ☐ museums
  ☐ concerts
  ☐ historic homes
  ☐ Salem
  ☐ New England Flower Show, etc.

☐ Other suggestions?

II. Cost
Help us determine a reasonable price range to aim for. I would not consider participating in an event if the cost exceeded:

☐ $10-$15 per person
☐ $15-$25 per person
☐ $25-$35 per person
☐ $35-$50 per person
☐ $50-$75 per person
☐ $75-$100 per person

III. Recreational Activities
Would you consider participating if any of the following were offered?

☐ Intramural sports
  ☐ softball
  ☐ basketball
  ☐ volleyball
  ☐ bowling
  ☐ golf

☐ Dance lessons
  ☐ Contemporary Country
  ☐ Ballroom
  ☐ Swing
  ☐ Modern
  ☐ Jazz

☐ Craft demonstrations

☐ Art classes
  ☐ Drawing
  ☐ Sculpture
  ☐ Oils
  ☐ Watercolor

☐ Additional suggestions

IV. Special Interest Groups
We have received a number of suggestions for special interest groups. Please indicate whether or not these activities interest you and/or make other suggestions.

☐ recipe exchange/cooking club
☐ dog lovers club
☐ cat lovers club
☐ gardening club
☐ outing club
☐ other

Thank you for completing this survey. If you are interested in starting a group or would like to offer your services as an instructor, please contact any member of the Activities Committee (Judy Biardi, Kathleen Chatwood, Karen Korza, Marie L'Heureux, Audrey Pomeroy, Cindy Rucci, Acting Chair).
Return to:
Activities Committee, c/o Cindy Rucci, Technical Services, Libraries