



# Staff Council Standing Committee Minutes

**Committee Name:** Ethics  
**Meeting Date and Place:** 1000 on 17 August 2021, MCM Conference room and zoom  
**Members Present:** Lisa Beauchene-Lawson, Stephen Murillo, Ignacio Ortiz, Brian Vineyard, Kristina Rucker  
**Members Excused:**  
**Members Absent:** None  
**Guests Present:** None  
**Minutes submitted by** Ignacio Ortiz

	Subject	Notes	Follow-Up
1	Opening Comments	The meeting was called to order at approximately 10:05am. Two members participated in person and three joined via Zoom.	N/A
2	Approval of agenda	Agenda was approved by unanimous consent.	N/A
3	Approval of prior minutes	Minutes from previous meeting were approved by unanimous consent.	N/A
4	Future meeting format/schedule	The group revisited the topic of format for meetings. After a brief discussion, the group discussed to meet via zoom for the next meeting. The group also discussed the dates of the meetings and agreed the second week of the month for the time being and this will be revisited in the future.	The group confirmed the next meeting as September 9, 2021 at 10am via zoom.
5	Request from Exec for September Nuts & Bolts presentation	A request was sent to Brian as Chair of the Ethics Committee to provide a brief presentation on the Code of Ethics for the “10 minute tid-bit” at the September Staff Council business meeting.. The group discussed the purpose and focus of the possible presentation. The Code of Ethics is a short statement and may not take up a full 10 minutes to review, so the group discussed related content that could also be included in a presentation. There was concern about inviting complaints and concerns openly since the committee’s charge does not include action that the committee can take. The committee could use this opportunity to discuss that with Exec or the full Council the committee’s function and limitations. The group also discussed going back to Amy/Exec to ask for more clarification on what would be most valuable for the presentation. The group also discussed the Charge and if we should revisit the conversation about updating our charge during the presentation. We may also want to bring up the quorum discussion in the presentation as well. If the Ethics Committee increases activity in reviewing SC business, being able to have quorum with 3 members would make it easier to review and provide feedback in a timely manner.	Brian to reach out to Amy for any clarification on what should be included in the presentation.  The group will focus on the presentation at the September 9 meeting an incorporate some questions for the full SC’s consideration.
6	Review Staff Council Code of Ethics	The group discussed any necessary updates to the Code of Ethics. The group agreed to wait until after the presentation to engage in this discussion to get feedback from the Council on any changes or modifications.	Include this as a question in the presentation in September.
7	Continue Committee Charge Discussion	We need to think about how to expand our role in reviewing and providing feedback on major business items for the SC, such as Resolutions, bylaw changes, handbook updates, etc. The group will continue to discuss this and also seek feedback from the full SC as a part of the presentation in September.	
8	Other future business		N/A
9	Adjourn	The meeting was adjourned at 10:45am.	

Next Meeting: September 9, 2021 at 10:00am via Zoom.