

April 18, 2002

Staff Council Meeting Minutes

10:00-11:30 AM. In MHC155

Members present: Ruth Danielson Laurie Dimond, Christine Igielski, Mary Kleinberg, Rod Kirkwold, Joyce Patton, Kathryn Sauro, Karin Zeller, Cheryl Adams; **Late:** Michael Andregg; **Excused:** Brian Clifton

Minutes from the March meeting approved with the correction of produce to product under EVP and finishing the sentence under Constituents concerns range from.

Elections:

Congratulations to the new staff council members:

Diane Tibodeau
Barbara Dunker
Nathan Rolloff
Ruth Danielson (elected for own term)

Farewell to:

Cheryl Adams
Chris Igielski
Joyce Patten

Reelected:

Kathy Sauro
Rod Kirkwold

Returning members:

Michael Andregg
Brian Clifton
Laurie Dimond
Mary Kelinberg
Karin Zeller

Staff Appreciation Breakfast:

The breakfast was well received. Suggestions were made to change the potatoes and have the band come earlier. Also, extend the end time to 9:30 AM so not so rushed at the end. Plants and candy were sent to security and the food staff who could not attend. Money sent to Gainey for those who could not attend. For next year, make sure room is booked for 2:00 PM the day before for set-up. A suggestion was made to ask Judith Dwyer or other VP to send letter to supervisors encouraging their employees to attend as this is a breakfast for all staff and no one should feel they cannot attend because of job duties if it is at all possible for them to leave. Comment sheet attached.

Committee Reports:

Affirmative Action: Jean Gabler (2001-2004) will replace Earline McCauley.

Budget Advisory Committee: Did not meet this month. Question was raised about when departments would get notified of next year's budget. It was understood that they were ready but departments hadn't been notified.

Michael Andregg, and Rod Kirkwold reps.

Budget: Staff Council budget healthy and should be able to cover remaining costs for this year: breakfast, etc.

Elections: See above. Need 2- SC VP and 1 other SC member.

Employee Recognition: did not meet (needs 1 rep)

Executive Vice President Council Meeting: Will meet 4/23/02. Chris Igielski and Laurie Dimond will attend.

Fringe benefits: met 3/12/02. The University will probably adopt a two tier health care plan that will allow the employee to keep their present plan or choose a higher co-pay in return for lower premiums. The maximum benefit would be the same. A meeting is scheduled for 4/24 to discuss tuition remission. The Wellness Center was not discussed at this meeting. Proposals to use the Pepsi money for the Center would be easier to get approved if a maintenance agreement accompanies any equipment purchases. (Michael Andregg)

Diversity Steering Committee: Discussions continued on the Catholic Identity of the college, a definition of diversity for the university and revisions to the 5 year plan proposals. (Laurie Dimond)

UCW members met April 4, 2002 to discuss how to get more student attendance for the tickets they have available (8) for the April 25th Molly Ivins talk at the St. Catherine's Forum for Women in Leadership. Information will be distributed to faculty with women's studies students, Political Science and History students.

The Guerilla Girls event was cancelled due to the snowstorm and will be rescheduled for Monday, April 29 at 7:00 pm in OEC Auditorium.

The meeting of the entire UCW membership and new members will be held on both campuses in St. Paul OEC 305 and LL09 in Minneapolis, on Tuesday April 30, 11:45 am to 1:00 p.m.-food and beverages available. Issues to be discussed include: Make UST physical space more inviting to women; celebrating women's accomplishments at UST and beyond; exempt staff representation; suppression of women's speech at UST/perceptions as indicated in UST *Climate Study Report 2001*. (need 1 rep from SC to UCW, 2 year term)

Work Life has not met recently. Ruth Danielson has volunteered to be the Staff Council rep on this committee. Ruth will contact Mary Anderley regarding some issues that could be addressed through this committee: work-out room in Minneapolis, flex hours, and what is chain of command for submitting ideas.

Loren Heeringa, HR joined meeting

Constituent's Concerns:

Electronic Time Reporting: Concerns over changes being made to time reporting for hourly staff. Loren Heeringa would like to see exception reporting instead of "time card". Stromberg system being replaced by a more up-to-date system. Loren Heeringa will ask Barb Clausen to come to next staff council meeting to explain the time reporting changes.

Feedback forms from last minutes: Communication breakdowns were evident. Faculty raises were not the cause for staff layoffs. Loren Heeringa has put into place Workforce Transitions Task force (formerly healing committee). Fr. Dease and Dr. Dwyer are going out to groups to keep on top. Focus being placed on reducing work load when staff reduced. HR task force meeting with those who were affected by changes to see where they are at, how things are going, and where problems are. HR is setting up department reps so that everyone will have a contact person in HR to go to as a starting point for all HR concerns. Chris Igielski suggested having meetings by discipline, e.g., academics, etc.

The **next meeting** will be Thursday 5/23/02 from 10:00-12:30 am in MHC155

Please feel free to contact a Staff Council member if you have any questions or suggestions.

Respectfully submitted,
Laurie Dimond
5/21/02

Do you have any comments on the Staff Appreciation breakfast? Good things, things that can be improved?

Mail comments to #4387.