

July 18, 2002

Staff Council Meeting Minutes

9:00 – 10:30 in TMH 354

Members present: Rod Kirkwold, Kathy Sauro, Laurie Dimond, Karin Zeller, Barb Dunker, Diane Tibodeau, Mary Kleinberg, Brian Clifton; **Excused:** Michael Andregg, Ruth Danielson

Minutes from June were approved with minor corrections from Loren Heeringa regarding salary information.

Opened with a reflection from the book "Don't Sweat the Small Stuff at Work".

Committee Reports

- *Affirmative Action:* No report.
 - *Budget Advisory:* No report.
 - *Charitable Giving:* we discussed what our goals are and we need to figure out who we want to support for the upcoming year.
 - *Diversity, Steering:* Laurie attended the meeting and they have a lot of work going on; they will be meeting again in the fall.
 - *Elections:* No report.
 - *Employee Recognition:* the committee will be meeting in the fall.
 - *Executive VP Council Meeting:* Staff Council will be invited to their upcoming meeting.
 - *Fringe Benefits:* The committee will be holding a special meeting.
 - *Minneapolis Operations:* Parking was discussed, UST will be moving into the Downtown AutoPark. The skyway should be completed by fall and will connect the AutoPark. The new ramp should be done next year and there will be a small surface lot only. The permits are becoming expensive and the shuttle will possibly be used more.
 - *UCW:* Barb has agreed to be the representative.
 - *Website:* Sent Donna the SC meeting dates.
 - *Workforce Transition Task Force:* Loren H. couldn't make this month's meeting for an update due to just returning from vacation. SC is unsure if we will be part of this committee.
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- **December** is when Dr. Dwyer and Fr. Dease will be attending the SC meeting.
 - **Tuition Remission:** most schools on the current list are smaller than UST. It was discussed whether there is a certain number of students that need to come from another school in order for UST students to go there. We are also unsure if any schools will be removed from the current list. There will be a special Tuition Remission committee meeting in Sept. SC will be drafting a letter of support to the committee.
 - **Payroll Reporting-** Some people are still concerned about certain issues. Going online vs. time sheets is optional. There is some concern about getting signatures when supervisors are traveling. SC discussed a possible "online timecard" that could be printed off. With the online system, there is also concern about getting paid for overtime.
 - **Goal Planning:** Last year there was concern for the future concerning layoffs. We will work to define "What is Staff Council?, What do we do for the community?, and How do we communicate?"

Having a comment sheet attached to the minutes was discussed as well as informing "new hires" about SC at New Hire Orientation.

- Comments about adding in the minutes who will be attending meetings as far as speakers. If we know enough in advance, we can include future speakers in the minutes.
- Social events were discussed such as the Minneapolis Fall Kickoff and the Opening Ceremony in fall. There was also concern addressed about the loss of the picnic at the ceremony.
- There was discussion about having a profile each month in the minutes or possibly multiple profiles listed on one page.
- Possibilities of reinstating the **Mentor Program** for New Hires
- Concerns about the drawing at the **Open Constituents** meeting were addressed. Some would like to have the list of names for prizes created ahead of time.
- There were break-ins in the Men's locker room. What "safeguards" can be put in place?
- Mark Dienhart is creating an annual report on Development and would like to come to the SC meeting and present it possibly in Sept. or Oct. He will let us know.

Meeting was adjourned.

The **next meeting** will be Thursday, August 15 from 9 – 10:30 in MHC 155.