

Staff Council Meeting Minutes

January 21, 2004

1:30 – 3:00 pm in TMH 252

Members present: Laurie Dimond, Nate Rolloff, Erin Thigpen, Joanne Rhoades, Diane Tibodeau, Chris Cognetta, Randy Scott, Meg Krekeler, Rod Kirkwold, Andy Leet

Absent: Barb Dunker

Guests: Roxanne Kainz, Mary Anderley

Diane opened with **Reflection**.

Since Rockie Kainz and Mary Anderley were attending, the issues of PLT time were discussed first. Rockie gave an overview of what the policy had previously been, what it changed to, and how it may affect some employees. Rockie stated that the Benefits area of HR had been receiving a lot of questions regarding the previous policy and that there was a lot of confusion. A big part of the change was to simplify the policy.

A few of the points that Rockie made are that Short Term Disability can kick in after 5 days so that should help alleviate the problem of people worrying what their PLT balance is if something happens that they need to be off work. She also noted that if an employee leaves the University, they would be paid their remaining PLT up to 160 hours. The Council also asked the question of why they hadn't been informed of the policy change prior to its implementation. Both Rockie and Mary were under the impression that Loren Heeringa had notified the Council of the change, as Loren had been included in all discussions of the change.

Rockie explained that only 5 people lost PLT last year and that Benefits is working with those people to better manage PLT. That offer of time management is also extended to anyone else looking for help. If anyone has questions or wants to meet to discuss their PLT and/or issues with time, they can either contact the Staff Council or contact the Benefits area.

Mary gave a brief explanation of what will happen with Loren Heeringa's vacant position. Human Resources is currently reporting to Charlie Keffer, Assistant to Mark Dienhart. The search for a new HR AVP has not begun at this point. The position will be evaluated over the month of January and it will be decided from there as to how broad of a search and who will be on the search committee.

The Staff Appreciation breakfast will be on April 21st. We have a list of previous donors but can always use more.

-Nate and Erin are working on invitations. Sue Moro in the Service Center may have some ideas that could work.

-Gift bags – Diane liked the multi-colors and other members agreed. We estimate that we have \$250-\$300 to use for bags/gifts.

-Laurie checked with Tom Rochon and Mark Dienhart. They have a meeting with Fr. Dease at that time so they may all be coming to the breakfast together (possibly).

-Just Showed Up Band – It sounds like they should be able to perform.

-Movie tickets – Andy will get them once he has a final number from Randy.

-Displays – The Council thought Barb might be able to work on this. The information should also be on the invitations.

-Menu: eggs, rolls, potatoes, fruit, sausages, bacon, pitchers of water, juice and coffee.

Chris will be able to place the order.

There are generally about 200 people that show up. We will try to get an RSVP number before Easter. We plan to get the color napkins again and hopefully get some balloons from the Bookstore. One of the assignments for the Council is going to be to come up with a

charity to represent at the breakfast such as St. Josephs or the Food Shelf which have previously been done. Ideas can be sent to Barb.

Committee Reports

-*Affirmative Action*: No report.

-*Budget Advisory*: There are now 3 sections of the Budget Advisory Committee. The sections have various duties in trying to identify needs and project the 2005 Fiscal Year.

-*Charitable Giving*: No report.

- *Community Taskforce*: No report.

-*Diversity, Steering*: Undergoing new structure.

-*Elections*: Diane and Barb will be meeting. The next election will include the new "at-large" member. Members are elected for a 2-year period.

-*Employee Recognition*: They will be held March 12 at 9 am for the 2003 Anniversaries in order to coordinate for Fr. Dease' schedule.

-*Fringe Benefits*: They were still working on the tuition remission exchange program and looking at Fall 2005. They won't rush decisions to get the program set for Fall 2004. The eligibility criteria will be in the order of: Seniority, Lottery, Financial Need, Academic Caliber, and combinations of the above. In 5 years UST will re-look at the criteria to see if it is working out. There is a limit of 4 years of tuition remission. This program will be in addition to the current program.

-*Healthy U*: Tying in with the HR Fair for a health program and tests. They have lots of programs currently happening. Read more at: <http://www.stthomas.edu/humanresources/healthyu/>

-*Minneapolis Operations*: Deciding who member will be. JoAnn has been attending the meetings.

-*Mission*: The committee has been meeting regularly. They are still in the early stages but are going to look at documents from the Accreditation group. Their goal is to have a draft mission statement by summer. There are also various departments meeting to discuss their views on mission.

-*UCW*: They were meeting at the same time our Staff Council was. The LuAnn Dummer award is coming up. Some people want a "staff council" for Exempt employees. There are also concerns regarding the Family Leave Act.

-*University Council Meeting*: No report.

-*Website*: Working on getting Donna the latest minutes.

-*Workforce Transition Task Force*: No Report.

-Meeting was adjourned.

The **next meeting** will be Wednesday, February 18 in AQU 210.

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

Council Members

Chris Cognetta	Food Service	2-4140	TMH235
Laurie Dimond	Academic	2-5300	JRC153
Barbara Dunker	Administrative	2-6920	AQU121
Rod Kirkwold	Physical Plant/Sec	2-6542	PHP111
Meg Krekeler	Minneapolis	2-4272	TMH331
Joanne Rhoades	Aux. Services	2-4342	TMH105
Nathan Rolloff	Administrative	2-6506	AQU217
Erin Thigpen	Administrative	2-6508	AQU221
Diane Tibodeau	Academic	2-6321	5016
Andy Leet	Academic	2-5600	JRC333
Randy Scott	Minneapolis	2-4100	MOH203

Staff Council Mailbox: #4387

Staff Council website: <http://www.stthomas.edu/staffcouncil>

Respectfully submitted,
Nate Rolloff

Have a comment or concern?? Use this form and mail to Staff Council at mailbox 4387 or direct comments to www.stthomas.edu/staffcouncil. We want to make sure we are addressing your concerns. We are always glad to hear from you.