

## **Staff Council Meeting Minutes**

**June 16, 2004**

**1:30 – 3:00 pm in AQU 210**

**Members present:** Laurie Dimond, Nate Rolloff, Joanne Rhoades, Carol Hagen, Jeremy Busch, Nan Ninteman, Pat Reinhart, Lisa Keiser

**Absent:** Chris Cognetta, Meg Krekeler, Linda Lee Borovansky, Erin Thigpen

Laurie opened with **Reflection**.

Erin will have reflection next month.

Laurie announced that new members should have received the University Council invitation and explained what the Univ. Council is. She will make sure that the new members are added to the listing.

Brief introductions were given for all stating name, department, and any other pertinent information.

Elections:

Laurie Dimond was nominated and voted in as President.

Lisa Keiser was nominated and voted in as Vice President.

Erin Thigpen was nominated and voted in as Treasurer.

Nate Rolloff and Pat Reinhardt were nominated and voted in as co-Secretaries.

Next was to officially assign representatives to committees that the Staff Council is a part of.

Carol Hagen will be a representative on the Affirmative Action committee.

Erin Thigpen and Jeremy Busch will be representatives on the Budget Advisory committee.

Nan Ninteman will be a representative on the Charitable Giving committee.

Laurie Dimond will be a representative on the Diversity, Steering committee.

Meg Krekeler and Linda Lee Borovansky will be representatives on the Elections committee. (Lisa Keiser as an alternate)

Joanne Rhoades and Chris Cognetta will be representatives on the Fringe Benefits committee.

Nan Ninteman and Joanne Rhoades will be representatives on the Minneapolis Operations committee.

Meg Krekeler and Pat Reinhardt will be representatives on the UCW committee.

Donna Baisden will continue with the Staff Council web page (and Nate will assist also).

Erin Thigpen will be a representative of the Treasurer's report.

Nate Rolloff and Lisa Keiser will be representatives on the Healthy U committee.

Andy Leet will continue to be a representative of the Mission committee.

The secretaries will line up rooms to meet in for the upcoming year. After discussion of members' schedules, the meetings will be held on the second Wednesday of each month from 1:30 – 3. October is the open constituents meeting. The date will be October 12<sup>th</sup> and the secretaries will reserve rooms for that as well. Nate has already reserved MHC 304 for the Staff Council Breakfast which will be on April 6<sup>th</sup>. The room is also reserved for the afternoon of April 5<sup>th</sup> for setup.

Staff Council goals for the upcoming year were discussed.

It was determined that the Council will work closely with HR on Staff Initiatives this year. i.e. job matrices, career pathing

Volunteer opportunities will also be a focus such as VISION trips for Staff/Faculty and other VIA/VISION opportunities in the area. There are also other groups we can work with on various opportunities.

Communications and Welcoming new hires was also mentioned. The Staff Council would like to be notified of Non-Exempt new hires at UST so a welcome can be extended as well as sharing various UST resources with them. Nate will check with Training and Development to see if a listing could be obtained from the bi-weekly New Hire Orientation list. Eventually, the Staff Council may be able to receive an automatic email notice from a Workflow that HR is developing. Nate is also checking into if there is a way to create a Non-Exempt Distribution List in Outlook.

Staff Council Awareness was another topic. It seems not everyone is aware of the Staff Council so we would like to look for ways to get the word out to the public.

A question was raised by a staff member and brought to a Staff Council committee member concerning PLT time. The question asked was if PLT is accrued during holidays and during days off. If they are not, does the total PLT for the year still add up to the amount of PLT for a person as is stated by UST policy. Laurie will pose the question to the HR – Benefits area.

## **Committee Reports**

*-Affirmative Action:* No report.

*-Budget Advisory* No report.

*-Charitable Giving:* No report.

*-Diversity, Steering:* Laurie stated they will still be meeting but are on hold until fall.

*-Elections:* Welcome to new members.

*-Fringe Benefits:* It appears that health care costs will go up and that UST staff may have to pay more but the question remains of how much it will go up. The committee is working on scenarios to find the best solution. There would still be two plans, the base and the alternative. Overall UST does still have a great plan considering the money spent and contributed by employees. The “one plus” plan does not appear to be an option in the near future. The “one plus” plan would be a plan between single and family and would consist of the employee being covered plus one other person. There is also still uncertainty if there will be raises for staff this fall and if so, how much.

*-Healthy U:* Nate and Lisa attended the last planning meeting for the Healthy U. Some of the big topics were what programs/events should be offered this year and how do we get the Healthy U name out in public more. The committee is strictly volunteer based but there is a small budget now that can be used for events, prizes, etc. Read more at: <http://www.stthomas.edu/humanresources/healthyu/>

-*Minneapolis Operations*: No Report.

-*Mission*: No Report.

-*Treasurer's report*: No report.

-*UCW*: No report.

-*University Council Meeting*: All Staff Council members should receive notification of the meetings.

-*Website*: No Report.

-Meeting was adjourned.

The **next meeting** will be Wednesday July 14<sup>th</sup> at TMH 252.

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
Linda Lee Borovansky	Administrative	2-6417	LOR508
Jeremy Busch	Physical Plant/Sec	2-4108	MOH203
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
Pat Reinhardt	Academic	2-5150	5027
Lisa Keiser	Academic	2-5982	5003
Nan Ninteman	Minneapolis	2-4624	TMH166
Carol Hagen	At Large	2-6704	AQU106

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](http://www.stthomas.edu/staffcouncil). We want to make sure we are addressing your concerns. We are always glad to hear from you.