AGENDA

SLU Business Manager Meeting
October 10, 2013
Learning Resource Center, Aud C
9:00a.m.-10:30a.m.

1) Announcements – Allison Grapperhaus
   • Sign in Sheets – Attendance is important!
   • Who’s New?
   • Future Business Manager Meetings
     ➢ Solicit input to enhance/expand meeting topics
     ➢ agiger@slu.edu or 7-2393

2) United Way Campaign – Carolee Patek

3) ITS Update – Nick Lewis

4) Women’s Commission – Tammi Mooshegian

5) Open Enrollment/Benefits – Elisabeth King
Meeting minutes of the Saint Louis University Business Managers held at 9:00 a.m. on Thursday, October 10, 2013 at Learning Resource Center (Aud C).

Business & Finance Staff Present:

Anne Becker  Crystal Hall    Maggie Nikolai
Ellen Borowiak     Jeff Hovey    Janet Strader
Brianne Burcke  Jennelle James     Todd Vodnansky
Mindy Fenton  John Koenig    Elizabeth Winchester
Allison Grapperhaus  Theresa Leisure  Lisa Zoia

Attendance: 84
Number of Guests: 1
Number of Business and Finance Representatives Present: 15

Allison Grapperhaus welcomed everyone to the meeting and went over the agenda.

Discussion of Future Business Manager’s Meetings:
  • Contact Allison Grapperhaus (agiger@slu.edu) with suggestions and or/ideas for the meetings going forward.

Carolee Patek (Human Resources) – United Way Campaign

  • Carolee introduced Daryl Luster from United Way. The following link has the video all watched to provide more information on United Way and all the organization does for the community. (http://unitedwaywatchenterwin.org/)
  • Prior to the meeting, there was only 3% participation from SLU on the campaign with a goal to reach 25% this year.
  • United Way’s overall goal is to make $72.25 million during this year to help people and the community.

Tammi Mooshegian (SOM Continuing Education) – Women’s Commission (the presentation given can be found following the minutes):

  • The Women’s Commission serves as an advocacy board for faculty, staff, students and administrators promoting interests, issues and concerns of women at the University.
  • Women’s Commission was established in 1973 as the President’s Advisory Commission on the Status of Women; since then has been restructured three times and present bylaws adopted in 2012.
• Sponsors special workshops and seminars and honors the “Woman of the Year” as an annual luncheon.
• Mary Bruemmer has been a prominent force in the SLU community as founder of the Women’s Commission with goal of making affirmative action and equal opportunity a reality.
• The Women’s Commission needs assistance from the SLU community to encourage staff to take part in the many programs offered (http://www.slu.edu/x39754.xml).

Elisabeth King (Benefits) – Vitality Health Review
• Employees (and their spouses covered under SLU’s UHC Medical insurance) must complete the Vitality Check and the Vitality Health Review each year to keep the Wellness premium subsidy for the upcoming year.
• Tenet Care is conducting Vitality Checks at no charge from October 7 – November 27.
• The Vitality Checks and Vitality Health Reviews must be completed no later than November 30 to receive the premium reductions for 2014. New this year, Tenet Care will be providing Vitality Checks at Simon Rec Center, as well as their clinic at 3655 Vista Avenue.
• New employees who have completed their Vitality Check on or after July 1, 2013 may submit the results of their screenings to Vitality for consideration.
Forty-one Years of Education, Enrichment and Empowerment

SAINT LOUIS UNIVERSITY
WOMEN’S COMMISSION
CONNECTING THE WOMEN OF SLU
Mission

The Women's Commission serves as an advocacy board for faculty, staff, students and administrators at Saint Louis University. It promotes the interests, issues and concerns of women at the University by sponsoring programs designed to heighten awareness of major issues and disseminate information to both men and women; by providing networking opportunities to foster the personal and professional development of women at the University; and by recognizing the outstanding contributions of University women.
Established in 1973 as The President's Advisory Commission on the Status of Women, its initial primary focus was affirmative action and equal opportunity. To meet the changing needs of University women, the Commission was restructured three times before its present bylaws were adopted in 2012.
An Executive Board, widely representative of the women at the University, sponsors programs, provides a forum for women's concerns and serves as a vehicle for communication about issues and opportunities for women in higher education.
The Women's Commission has sponsored special workshops and seminars and, since 1978, has recognized the contributions of women to the University by honoring the "Woman of the Year" at an annual luncheon. Programs are open to all members of the University community.
Executive Board of the Women's Commission 2013-2014

- **President**
  Suzanne McGahan, Doisy College of Health Sciences

- **Vice-President/President-Elect**
  Mary Krieg, Office of Diversity & Affirmative Action

- **Past President**
  Nancy Culbert, College for Public Health & Social Justice

- **Secretary**
  Mary Hammett, Coordinator, 1818 Program
Executive Board of the Women's Commission 2013-2014

• **Treasurer**
  Elizabeth Lawrence, College of Education and Public Service

• **Programs Chair**
  Donna Nonnenkamp, Preprofessional Health Studies

• **Member Development**
  Tammi Mooshegian, Continuing Medical Education

• **Awards Chair**
  Julie Wolter, Doisy College of Health Sciences
Executive Board of the Women's Commission 2013-2014

• **Issues Chair**
  Christine Luebbert, Grants Administrator

• **Communications Co-Chair**
  Maria Totoraitis, Manager, ITS Communications

• **Communications Co-Chair**
  Danielle Lacey, Editor, Marketing and Communications

• **Communications Co-Chair**
  Michele Carley, Program Coordinator
  SLU Cancer Center, Show Me Healthy Women
Diversity & Affirmative Action
Women’s Studies Representatives

• L. Michelle Lewis
  Director
  Office of Diversity & Affirmative Action

• Penny Weiss
  Women's Studies Director

Ex - Officio

• Mary Bruemmer
  Women's Commission Office
In 1908, Saint Louis University embarked on the gradual expansion allowing women to earn degrees. Since then, the history of women at SLU has evolved tremendously. Mary Bruemmer has been a prominent force in the SLU community for the majority of that time. Bruemmer has been an active part of the SLU community since attending SLU herself and graduating in 1942 with an Arts & Sciences degree.
In 1956, Marguerite Hall became the first residence hall for women studying at SLU. In 1967, she was named the Dean of Women, once a standard position existing at Jesuit schools around the country. She was the second person to hold that title at SLU. When higher education administration outgrew the post of Dean of Women, the position was eradicated, and Bruemmer took over as the Dean of Student Affairs in 1972.
Just one year later, Bruemmer founded the Women’s Commission. Mary established the Women’s Commission with the goal of making affirmative action and equal opportunity a reality. Over the years, the function of the Women’s Commission has progressed.
Today, the Women’s Commission “represents the women at the University, sponsors programs, provides a forum for women’s concerns, and serves as a vehicle for communication about issues and opportunities for women in higher education,”. As stated in the University News article, March 1, 2012
At this point you may be asking yourself, WHY is this information being shared with us today??
The Women’s Commission is asking for your help. We need you, as leaders, in your area to encourage the women faculty, staff, and students to take part in the programs and activities provided by the commission.
In 2012 the executive committee had multiple discussions regarding the future of the WC, the women of SLU taking part in the programs, and the structure of the WC. From these meetings, two things came to light:

1. review and restructure of the bylaws
2. added the Member Development Committee
I was honored when I received the call to put my name on the ballet and was voted in by the members to be the first Member Development Chair. One of the items in the bylaws stated the committee was to inform the women of SLU that they are members as soon as they are hired and are welcome to attend programs, become involved, and sit on committees.
• New hires receive a Women’s Commission brochure in their welcome packet from HR
• A welcome letter through email from the WC with upcoming program information and dates
• An invitation through IOM to a reception in honor of new female hires for the past six months (March 1 through September 15, 2013
• You would think this would be enough for a new hire to get involved, feel welcome to reach out to the WC.

• 150 new hires were invited to the fall reception taking place this evening. We have received 30 positive RSVP’s. We are excited about meeting the thirty new SLU women employees, but we would be ecstatic if the numbers were closer to 75.
• Can you encourage your staff to take part in the WC programs?
• Can you give your staff time away from their busy jobs to attend WC programs?
• Can you make it fair for all staff in your area to have the opportunity to go?
• Encouragement might be all the employee needs so they know they will not be frowned upon for taking time away from the work day.

• Increase moral in your area by making it known that your staff can attend the WC programs.

• Studies show retention rates are lower when employees feel management cares about their well being and takes the time and effort to let them take time away from their busy work day for a bit of self enlightenment.
All upcoming programs can be found on the Women’s Commission website.
http://www.slu.edu/x39754.xml

Calendar and Event Reservation page
Oct. 23: Breaking Open the Time Capsule: A Historical Perspective of the Women at SLU

Nov. 20: Women's Commission holiday program

Jan. 28: Book Club With New York Times Best Selling and Award-Winning author Eileen Dreyer

Feb. 20: SLU Women in International Service

March 26: Women's Wellness
Save the date now for the Women of the Year Luncheon, Wednesday, April 30, 2014

During the luncheon outstanding University Women will be honored and recognized for their contributions, commitment and lives of service to the University and their community.
The WC thanks you for your help and encouragement in getting the word out that the 41\textsuperscript{st} year of the commission is committed to educate, enrich, and empower all female faculty, staff, and students by helping to connect all women of SLU.

The Women’s Commission is open to suggestions and would appreciate your input. Email questions, comments, and SLU women achievements to wc@slu.edu