



SAINT LOUIS UNIVERSITY

STAFF ADVISORY COMMITTEE

Minutes

Thursday, September 21, 2023

South Campus

Allied Health Multipurpose Room 3040

Zoom:

12:00 – 1:15 p.m.

Amber Busler
Anne Imlay
Avery Levinger
Beth Masters
Bitsy Egan
Cathy Baumann
Cathy Zimmer
Chrissy Carr
Christine Rogers
Colleen Schneider
Courtney Neal
Dawn Schwartz
Denise Parker
Donna Neely
Dru Swadener
Ellen Weis
Eric Royer
Erin Castulik
Ethan Dixon
Etta Madura
Fahzeela Mohamed
Felicia Powell
Grace Teofilo
Heather Brock

Hillary Daniel
Jacob Wierson
Janet Flach
Jeannine Hurlburt
Jennifer Semsar
Jessicah Swoboda
Judi Buncher
Karen Bolinger
Kathryn Dortch
Katie Edwards
Kelly Paladin
Kristen Hrasky
Lauren Davis
Linda Pham
Lindsay Oliver
Mark Longden
Mary Cook
Mary Drexl
Mary Lewis
Matt Campbell
Matthew Wesselschmidt
Melanie Wiese
Michael Tarvin
Michelle Lematty

Michelle Mitchell
Michelle Scheipeter
Nicole States
Paige Puricelli
Pamela Jackson
Patricia McQueen
Rachel Donahue
Rachel Grant
Rachel Young
Robert McNair
Sandy Gambill
Sharon Spicer
Shelby Tarkington
Stacy Godlewski
Stephanie Albers
Susan Ganey
Suzanne O'Sullivan
Tammy Grant
Tammy Williams
Todd Robben
Tracy Norbury
Wendy Schlesinger

Call to order: Judi Buncher

Jesuit Prayer for the Beginning of Meetings

O Spirit of God, we ask you to help orient
all our action by your inspiration,
carry them on by your gracious assistance,
that every prayer and work of ours
may always begin from you
and through you, be happily ended.

- If interested in the new University Prayer Book – email judi.buncher@slu.edu

Minutes: Approval of minutes from the August 10, 2023 meeting.

Agenda Items:

- Rachel Donahue, Wellness Coordinator, Human Resources
 - Fall 2023 Events: Health Fairs ([bring insurance card](#))
 - Thursday, October 5th at 10 a.m. – 1 p.m.
 - Location: Allied Health Building, Multipurpose Room
 - Thursday, October 12th 10 a.m. – 2 p.m.
 - Location: Busch Student Center, Room 171
 - Wednesday, November 29th 11 a.m. – 1 p.m.
 - Location: Law School
- Tim Sutter, Sr. (NEW) Director of Benefits and HCM Workday.
 - Introduction and welcome
 - Open Enrollment
 - Open enrollment period begins Oct 18, 2023, and goes until **November 3, 2023.**
 - Deadline for changes is November 3, 2023.
 - Coverage effective on January 1st, 2024
 - More in-depth overview at next SAC meeting on October 19
 - Biometric Screening – 4 options this year
 - At Home Collection Kit
 - Quest Service Center
 - Physician Requisition Form
 - SLU On-Site events – Appointment Only!
 - Biometric Screening Reference
 - [My.questforhealth.com](https://my.questforhealth.com), Code SLU2023
 - Biometric Screening for 2024 wellness discount, must be completed by Dec. 1.
 - At SLU
 - At Quest
 - Flu shots – variety locations on campus all throughout September – November (we’re looking into Covid Boosters)

- Service Ad hoc committee approved.
 - Volunteer to be on Ad hoc committee, email sac@slu.edu
 - Billiken Bounty will be first project – *Kathryn Dortch*
 - Billiken Bounty is an on-campus food pantry at Saint Louis University, and it is run by students for students.
 - It makes an effort to fight food insecurity on SLU’s campus.
 - Experiencing rapid growth since Spring 2022 and are struggling to keep the pantry consistently stocked, meaning that we are unable to serve all clients.
 - Interested in serving on the committee, donating and/or making drop off location? – visit: giving.slu.edu/billikenbounty

- By-Law Ad Hoc committee approved. SAC By-laws have not been revised since 1993.
 - Volunteer to be on Ad hoc committee, email sac@slu.edu

Mission Spotlight:

- Cannonball Picnic-Conference – Thursday, Oct. 26th. RSVP online by noon Wednesday, October 18th. Register here <https://sites.google.com/slu.edu/cannonball-conference/registration>
- Faculty & Staff Survey – will be emailed this month.

Announcements:

- SAC is welcoming feedback for meeting suggestions and are interested in how staff want to be engaged with the committee. Please email sac@slu.edu or use our anonymous [suggestion box](#).
- 2023 Homecoming and Family Weekend Volunteers Needed <https://www.slu.edu/news/announcements/2023/september/homecoming-volunteers-needed.php>
- Office of Admission Offering Campus Tours for Faculty and Staff Every Tuesday and Thursday(Queens Daughters Hall) <https://www.slu.edu/news/announcements/2023/september/campus-tour-faculty.php>
- Tuition Exchange and FACHEX Application Deadline Is October 2 <https://www.slu.edu/news/announcements/2023/september/tuition-exchange-program.php>
- SLU Academic Technologies Learning Sessions Now Available: Specialists are hosting a series of one-hour Zoom meetings to answer questions and help users learn about technologies offered at Saint Louis University. There are four sessions left this semester. <https://www.slu.edu/news/announcements/2023/august/academic-technologies-learning-sessions.php>
- AskSLU assembled a portal of knowledge base articles for employees to reference: <https://ask.slu.edu/TDClient/30/Portal/KB/>

- New Drop-Off Locations for Billiken Bounty:
 - Allied Health Professions Building Lobby
 - Please let us and billikenbounty@slu.edu know if you would like to add additional locations for drop-off or are interested in being a Billiken Bounty building champion.
- We are currently seeking a SAC member to serve on the new Library & Museums Advisory Committee. The charge of the committee is to work with the Dean of Libraries & Museums to help inform faculty, staff, and students on trends in libraries and museums and provide feedback and input to the Dean on topics relating to the Libraries & Museums services, collections, and facilities. The committee will consist of faculty, staff, and undergraduate and graduate students. If you are interested in serving on this committee, please send your name and a brief description of why you would like to serve to sac@slu.edu.
- We are seeking SAC members to serve on two new Ad hoc committees, Bylaw review and Service. If you are interested, please send an email expressing your interest to sac@slu.edu.

Reflection and Adjournment: Felicia Powell-Eberhart, chair-elect

SAC Representation on University Committees

Board of Trustee Committees
Academic Affairs – Pamela Jackson
Business & Administration – Judi Buncher
Advancement –Chris Luebbert
Mission and Identity – Felicia Powell
AY24 University Committees
Medical Ad Hoc - Christine Luebbert
Policy Review Committee - Matt Campbell
Parking Appeals Committee - Kristin Hrasky
Speech, Expression and Civil Discourse Committee - Bob McNair, Virginia Herbers
University Leadership Council - Judi Buncher
By-Laws Committee - Judi Buncher, Matt Campbell, Additional Members TBD
DICE Belonging Committee – Judi Buncher
Learning Management System Steering Committee – Sherry Ashford
Service/Events Committee - TBD
Libraries & Museums Advisory Committee - TBD