

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
August 16, 2012**

Call to Orders: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:20 p.m. by Ms. Sue Stevens, chair.

Sue Stevens welcomed everyone to the meeting and introduced the new 2012 SAC Executive Board.

Attendance: Charlotte Avett, Jennifer Baine, Diane Barbeau, Kathy Barbeau, Ivy Cleveland, Michael Conley, Lin Cowick, Daria Dietz, Amy Estlund, Tonya Gallina, Ken Gebken, Gayle Gilmore, Steven Dosenbach, Kathleen Herron, Ruth Hilderbrand, Jackie Jackson, Charles Johnson, Yvonne McCool, Jessica Moscato, Michael Mueller, Jana Newell, James Page, Theresa Perry, Natalie Peterein, Pat Pisarkiewicz, David Reddick, Laura Romanchuk, Kari Saunders, Colleen Schneider, Sue Stevens, Rita Stites, Susan Torretta, Ellen Weis

Visitors: Mary Brutcher, Barbara Phillips, Jeanne Young, Berniece Johnson, Rachel Young, Kate Lochhead, James Banks, Juanita Jones, Gwen Anderson, Joan Dalton

Announcements:

Wellness Fair: Barbara Phillips discussed the upcoming 6th Annual Wellness Fair which will be held Oct. 2nd and 4th, 2012. It will be held at both the Busch Center and Allied Health Building respectively. Participants will receive 35 points for attending the fair and 200 points for receiving a flu vaccination. However, it was noted that the Vitality screenings will be provided through TenetCare. Scheduling will be done through Tenet and appointments can be made Monday through Friday from 7:30 a.m. – 2:00 p.m. Further details would be forthcoming.

Battle for the Boot: Yvonne McCool announced the winners of the “Battle for the Boot” Award at SLU and presented the 1st and 2nd place winners with trophies. The trophy received by SLU for collecting more shoes than Washington University will be displayed on a rotating basis throughout campus in the building that participated in shoe collections. A total of 5,223 pounds of shoes was collected. The next shoe drive begins October 1 and runs through May, 2013.

Suggestion Box: Sue Stevens indicated that there will be a Suggestion Box at each meeting and invited everyone to make suggestions about topics and/or concerns they would like to have addressed.

Membership Verification Survey: Sue Stevens announced that a membership survey would be sent to the current members of SAC via email within the next week. Anyone wishing to maintain their membership needs to submit their response in order to remain a member. Anyone present who is not a member and interested in becoming a member of SAC needs to complete the membership form which can be found on the SAC website.

Collection of School Supplies: It was noted that SAC is collecting school supplies, and they can be dropped off in the back of the room.

Monthly Spotlight: Roland Corvington, Assistant Vice President of the Department of Public Safety & Emergency Preparedness (DPSEP)

Mr. Corvington presented information and a slide presentation on campus safety and timely warning. Please see attached slide presentation.

Mr. Corvington indicated that DPSEP has a crime log that can be viewed online anytime. He also noted that there is a website entitled spotcrime.com which will reveal crime in the area surrounding SLU.

Connie Tillman, Coordinator Public Safety/Emergency Preparedness discussed SLU's RAVE system which is SLU's Emergency Alert Notification System. This system alerts the SLU community regarding impending danger such as a tornado.

Involvement: Justin Walker of HR discussed the MOVE Committee and invited anyone who may be interested to volunteer for this committee. (MOVE: Motivation, Optimism, Value and Engagement). The committee meets the first Tuesday of every month. If interested in participating please email Justin at jwalker0@slu.edu.

Archivist Volunteer: Terrie Perry volunteered to be the archivist for SAC.

Next Meeting:

Monthly Spotlight: "Planning your Wellness visit."
Thursday, September 20, 2012
12:00 p.m.
DuBourg Hall
Room 409

Adjournment: Meeting was adjourned at 1:20 p.m.

Submitted by,

Lin Cowick
Recording Secretary

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
September 20, 2012**

Call to Orders: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 p.m. by Ms. Sue Stevens, Chair.

Sue Stevens welcomed everyone to the meeting and introduced Thomas Olsen, M.D., and Rupal Trivedi, M.D.

Attendance: Jennifer Baine, Diane Barbeau, Kathy Barbeau, Joan Beaty, Teri Bertram, Sharon Biddle-Ferrell, Ivy Cleveland, Mary Ann Fox, Gayle Gilmore, Jacqueline Jackson, Delia King, Yvonne McCool, Michael Mueller, Jana Newell, Kathy Patrylo, Theresa Perry, Natalie Peterein, Patricia Pisarkiewicz, Deborah Pratt, Allison Roba, Ann Scales, Colleen Schneider, Sue Stevens, Karen Stocke, Susan Torretta, Debra Wilson, Mick Conley, Cyn Wise

Visitors: Melody Altman, Denise Pearson, Allison Rockamann, Jan Herweg, Mary Frazer, Judy Pierce, Marie Reynolds, David J. Hendel

Minutes: Minutes from the August 16, 2012 meeting were approved without correction.

Monthly Spotlight Presentation:

Dr. Olsen distributed his PowerPoint slide presentation entitled, "How to get the most out of your wellness visit." He explained the types of visits, how to make an appointment, monitoring of medications, and the electronic health record.

Dr. Trivedi distributed a presentation from United Healthcare entitled, "Understanding Preventive Care," which addressed maintaining or improving your health with regular preventive care.

Announcements:

Sue Stevens announced the October meeting would also be presented as a Webinar for those who are unable to attend. She also stressed that it is important to attend the meetings. The Webinar format should not be construed as a substitute for attendance.

Elisabeth King discussed the new long term care vendor, Wellness Fair and the TIAA retirement announcements.

The deadline for signing up for Long Term Care with Genworth is Friday, September 28th. Employees who currently have John Hancock Long Term Care may keep this coverage, but it is recommended that they compare the John Hancock coverage to what is offered by Genworth.

The Wellness Fairs will take place on October 2nd at the BSC St. Louis Room and October 4th in the Multipurpose Room of the Allied Health Building. While Employee Health will be administering the flu shots, the Vitality Checks will not be conducted at the Wellness Fairs this

year. Instead the University is partnering with Tenet Care to provide Vitality Checks for employees and their spouses. Tenet Care is located behind the West Pavilion Cancer Center on the Health Sciences Campus. Employees may also see their physicians for their Vitality Check in the month of November, but the data must be submitted to Vitality no later than November 30th. Vitality Health Risk Assessments must also be completed by employees, and their spouses, during the month of November in order to be eligible for the Wellness credit.

The Executive Committee has approved TIAA-CREF as the University's sole retirement vendor. This change is effective as of December 1, 2012. Employees who have a 403b fund with Fidelity may choose to keep their fund with Fidelity. However, new contributions will be sent to TIAA-CREF with the December payroll. Communications on this change are forthcoming.

Sue Stevens announced the Food Truck Rally for Thursday, September 27th on the parking lot on the west side of Chaifetz Arena.

She encouraged everyone to please go to the The Trail Blazer Award website: <http://healthliteracymissouri.org/votes> and vote for Casa de Salud.

Sue Stevens invited everyone to make suggestions about topics and/or concerns that they would like to have addressed.

Call to Action: The Parking Committee is need of another SAC representative. Sue Stevens asked for volunteers.

Committee Reports: Mick Conley reported on the Development and Community Relations Committee. The last meeting was held on May 4, 2012. The next meeting is scheduled for September 21, 2012. Gifts and private grants in the 3rd quarter of FY12, totaled \$29.6 million, an increase of 24.5% over FY11. The 3rd quarter was also very good for the Alumni relations committee, aided by the success of the Billiken's basketball team. The focus of the meeting was a PowerPoint presentation and discussion of the Law School Project and Fundraising.

Involvement: Jennifer Baine spoke of the upcoming "Make a Difference Day" on Oct 27, 2012. She asked for volunteers to join the SAC team. Volunteers should contact Yvonne McCool, SAC Corresponding Secretary for more information. Family members are welcome to participate.

Next Meeting: The next meeting, October 18, 2012 will be held in the School of Nursing, Room 117 at 12:15.

Adjournment: The meeting was adjourned at 1:15pm

Submitted by,

Gayle Gilmore
for Lin Cowick

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
October 18, 2012**

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15pm by Ms. Sue Stevens, Chair. Sue Stevens welcomed everyone to the meeting.

Attendance: Lin Cowick, Michael Mueller, Amy Estlund, Kathy Neiger, Melody Altman, Jennifer Baine, Diane Barbeau, Joan Beaty, Larry Bommarito, Susan Brown, Smadar Chezrony, Tonya Gallina, Gayle Gilmore, Kathy Herron, Elisabeth King, Jeanne Lawo, Wendell Layne, Yvonne McCool, Sandy Pritt, Allison Roba, Kari Saunders, Debra Schindler, Rita Stites, Susan Torretta, Cyn Wise, Kathleen Wolf, Jeanne Young, Ken Fleischmann,

Visitors: Jan Herweg, Denise Parker, James A. Greathouse, A.K.A. Blue Santa, Dawn Delaria, Marjorie Jones, Nicole Purcell, Angela Coleman, Sally Bowles, Peggy Door

On-line attendees: Neva Gillan, Mary Frazer, Judy Pierce, Cory Holmes, Mark Hoyer, Karen Bolinger, Vicky Pettiford, Charlotte Ruzicka, Kathy Barbeau, Kellie Dalton, Daria Dietz, Ken Gebken, Debbie Humiston, Keri Jupka, Katie O'Connell, Theresa Perry,

Minutes: The minutes from the September 20, 2012 meeting were approved without correction.

Announcements: This is the Staff Advisory Committee's first webinar meeting.

Blue Santa attended today's meeting to inform us of the next Toy Drive. The drive will take place on December 3rd and 4th. The party for the kids will be held on December 10th from 4:00 – 6:00pm at the Busch Student Center. It was noted that we collected 2,000 toys for area kids last year.

Sue Stevens indicated that there will be a new recognition program coming out shortly. Supervisors will be receiving this information via email very soon. Breakfasts for recognition of service years will now only take place for employees who have been here 10 or more years.

Sue Stevens announced that a Climate survey will be sent to SAC members within the next day or two. As a member of the Staff Advisory Committee, you are considered a critical point-of-contact in regards to issues that impact staff. You are being asked to provide feedback on staff's perceptions of certain programs, systems, and other factors at the University. Your feedback will be shared with the University's upper administration to facilitate open dialogue in regards to issues that matter most to staff. Your response will be completely anonymous.

Sue Stevens reminded everyone that Make a Difference day is scheduled for Saturday, October 27th. More volunteers would be welcomed.

The Cannonball picnic is scheduled for Monday, October 22nd from 11:30am – 1:30pm on the grounds of the new Medical Center Stadium located on the South end of campus.

Elisabeth King encouraged everyone to complete the Human Resource's on-line customer service survey. She noted that this survey is completely anonymous.

The Caring Physician Award will be presented tomorrow in the hospital chapel at noon.

Food Day will be held next Wednesday, October 24th, from 11am - 1pm at Gardens to Tables 3250 Rutger Street. The cost is \$5.00 per person.

There was a round of applause to Father Biondi for extending our Christmas holiday with two additional paid days.

Current Issues: Dr. Manoj Patankar, Vice President for Academic Affairs and Ken Fleischmann, Vice President for Human Resources addressed the recent developments in University Governance. Dr. Patankar noted that they are working through the issues and Ken Fleischman indicated that there is nothing to be concerned about.

Monthly Spotlight Presentation: Elisabeth King, Benefits Manager: Elisabeth presented an update on health and dental insurance and retirement program.

There is no change in pharmacy benefits. Elisabeth noted that the University will not be going back to Walgreens Pharmacy. Employees can continue to use Target, Schnucks, CVS, Express Scripts, etc.

There will be an increase in insurance premiums. However, participation in the Wellness program will actually reduce the cost by a few dollars. Elisabeth also discussed the increase in out-of-pocket expenses and the increase in the deductibles for the Plus Plan as well as the high deductible plan.

Spouses of employees who are covered under health insurance plan must complete the vitality checks and the on-line health risk assessment. If this is not completed the employee/spouse will not receive the discounted health insurance rate.

Benefit eligibility for new hires will begin on the first day of the month following the date of hire. Thereafter, the termination date will then be end of month in which employment is terminated.

Detailed information regarding coverage, rates and deductibles can be found at HR.slu.edu under the benefits heading.

As of Jan. 1, 2013, the university will cover, at no cost to employees, generic contraceptives, including, but not limited to hormonal and barrier contraceptives

No changes or increase in cost of dental insurance.

Elisabeth noted that we need to re-enroll in November for the Flexible Spending, Dependent Care and the Health Savings Accounts. There will be limit of \$2,500 on Flexible Spending accounts in 2013.

As of December 3, 2012, TIAA-CREF will be the sole record keeper for the Saint Louis University 403b and 401a. All retirement contributions will be directed to TIAA-CREF with the December biweekly and monthly payrolls.

Employees will have a new investment menu, offering a wide variety of mutual funds from investment providers such as Vanguard, T. Rowe Price and TIAA-CREF. Starting Dec. 3, 2012, employees can also choose to open a self-directed brokerage account through TIAA-CREF through which employees can invest in over 5,000 mutual funds, including Fidelity. There is no additional cost to the participants for this service.

TIAA-CREF will provide all retirement services for the Saint Louis University Retirement Plan. All retirement plan participants will have access to individual investment advice from TIAA-CREF at no additional cost.

Employees with Fidelity 403b accounts will have their accounts frozen and will not be able to make new contributions to the accounts, though they will be able to continue to manage those accounts.

Fidelity 401a accounts will be mapped to TIAA-CREF in February, 2013.

Elisabeth noted that a retirement specialist has been hired, Debby Patton.

Reports:

Board of Trustees Committees

Academic Affairs: Michael Mueller discussed the topics at the recent Academic Affairs Committee Meeting.

He noted the development of the new College of Public Health and Social Justice.

Mr. Mueller also discussed the new Institutional ranking predictor tool that was built in-house to project *US News* Rankings.

Human Resources: Cyn Wise reported on the September 19, 2012 Human Resources Committee of the Saint Louis University Board of Trustees.

Vice President for Human Resources, Ken Fleischmann, began by giving a report summarizing the major activities of Human Resources for the last quarter of FY12, including:

Strategic Planning – HR completed a metrics index to measure progress in conjunction with the University's strategic plan.

Benefits – TIAA-CREF was chosen to administer the University's retirement plan, with an anticipated reduction in administrative fees to plan participants and reduced audit and overhead expenses to the University;

Payroll – timely completion of the I-9 form for on-boarding personnel was the subject of increased communication and training for several departments in particular, and the University as a whole.

Training and Communication – Jesuit colleges and universities participated in an on-line conference to discuss methods of incorporating mission into HR programs; and
Process Improvement – a comprehensive review of existing HR policies was completed with an accompanying website update, as well as a major upgrade of the HR website itself, focusing on user-friendliness.

Mr. Fleischmann continued with an update of the Student Development Division's Shared Services model. Benefits outlined would be improved controls, streamlined processes, improved customer service, and reduced cost for administrative services.

Other presentations to the Committee were:

Strategic Plan by Ms. Heather Thornton;
Leading with Distinction Program by Ms. Anna Beasley;
HRIS – Business Intelligence by Ms. Patty Haberberger;
HR Customer Service Initiative by Ms. Heather Thornton; and
Benefits Update by Ms. Elisabeth King

Future meetings of the Board of Trustees Human Resources Committee will be December 12, 2012 and February 6, 2013.

Next Meeting: The next Staff Advisory Committee Meeting is scheduled for Thursday, November 15, 2012 and will be held at 12:00 - 1:15pm in DuBourg Hall - Sinefield State Room - Room 409, 221 N Grand Blvd
Parking: Laclede Garage

University Committees

Parking Issues: Susan Torretta discussed the October 16th meeting of the Parking and Transportation Advisory Committee

Please see the attached minutes from this meeting.

November's Spotlight Presentation: Will be presented by Father Biondi.

Adjournment: Sue Stevens adjourned the meet at 1:15pm

Submitted by,

Lin Cowick

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
November 15, 2012**

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15pm by Ms. Sue Stevens, Chair. Sue Stevens welcomed everyone to the meeting and gave the reflection.

Attendance:

Members: Sue Stevens, Charlotte Avett, Jennifer Baine, Kathy Barbeau, Anna Beasley, Joan Beaty, Linda Benson, Sharon Biddle-Ferrell, Larry Bommarito, Smadar Chezrony, Lin Cowick, Kellie Dalton, Daria Dietz, Mary Frazer, Tonya Gallina, Ken Gebken, Gayle Gilmore, Cara Gitchos, Catherine Happa, Ruth Hilderbrand, Jacqueline Jackson, Charles Johnson, Keri Jupka, Elizabeth Lawrence, Wendell Layne, Shawn McCaw, Yvonne McCool, Jessica Moscato, Kathy Neiger, Jana Newell, Katie O'Connell, Kathy Patrylo, Theresa Perry, Natalie Peterein, Patricia Pisarkiewicz, Deborah Pratt, Lisa Terneus, Allison Roba, Gayle Rogan, Kari Saunders, Ann Scales, Debra Schindler, Colleen Schneider, Vickie Scott, Rita Stites, Lisa Terneus, Tiffany Tocco, Elizabeth Torno, Susan Torretta, Bridget Turner, Regina Walton, Ellen Weis, Debra Wilson, Cyn Wise, Carolyn Mulhall, Jeanne Young, Cathy Zimmer, Nicole Purcell, Amy Estlund, Joanne Couch, Mary Hammett, Ken Fleischmann

Visitors: Sally Bowles, Angela Coleman, Denise Pearson, Sally Schade, Rachel Young, Sherry Ashford, Janis Hurley, Mary Wolf, Anastacia Sontag, Steve Dosenbach, Manda Johnson, Patricia Brison, Jan Herweg, Jackie McAndrew, Sara Bauman, Beth Anne Yakubu, Mary Drexler, Stacey Harrington, Nancy Culbert, Brett Magill, Emily Anstoetter, Mei-Ling Tung, Cherell Johnson, Karen Trueblood, Jack McGowan, Robert Robbins, Teresa Williams, Rita McMillan, David Heimburger, Steven J. Sanchez, Elizabeth Levy, Matt Campbell, Mary Ann Grillo, Laurie Boice, Kate Lochhead, Frances Ann Smith, Kine' Walker, Lindsay Dencker, Udy Pierce, Christine Rogers, Pamela Merriweather, Maria Totoraitis, Jennifer Zeola, Pam Wald, Michelle Cohen, Luke Cairney, Dianne Holloman, Diana Polles, Patti Mazzuca, Jessica Lorentz, Rachel Philippone, Heather Thornton, Pat Hoffarth, Karen Stocke, Jane Beckerle, Ben Smyth, Colleen Drazen, Amy Russell, Patricia McQueen, Dana Hinterleitner, Marsha McBride, Robert McNair

Minutes: The minutes from the October 18, 2012 meeting were approved without correction.

Announcements:

Blue Santa attended today's meeting to collect the gifts that were donated for the toy drive and to thank everyone. The party for the kids will be held on December 10th from 4:00 – 6:00pm at the Busch Student Center.

MOVE Committee: Justine Walker invited everyone to participate in the MOVE Committee. The next meeting will be held on the first Tuesday in December in Human Resources. If you would like further information you can go online to the MOVE Committee website or contact Justin Walker.

Make a Difference Day: Jennifer Baine indicated that 10 SAC members volunteered on Make a Difference Day. The day was spent supervising the making of blankets and cards for hospice patients.

Call to Action:

Shoe Drive: Yvonne McCool: Explained the Shoeman Water Project and encouraged everyone to participate in the next shoe drive. Yvonne indicated that 25 buildings on campus will have bins in place to collect the shoes. Collected shoes will be picked by Distribution Services each month. The group who collects the most shoes in the month will hold the torch until the following month. Yvonne noted that Saint Louis University beat out Washington University in the recent shoe drive.

Update:

Vitality Screenings: Elisabeth King noted that October's testing results were sent to Vitality. Scheduling for December appointments has begun. Spouses of employees who are covered under SLU's health insurance plan must complete the vitality checks and the online health risk assessment. If this is not completed the employee/spouse will not receive the discounted health insurance rate.

Sue Stevens announced that the results of the Climate survey will be out in January, 2013.

Monthly Spotlight Presentation: Father Lawrence Biondi.

Fr. Biondi spent the remaining meeting time addressing questions that had been previously submitted to the SAC Chair.

Concern was expressed regarding Virginia Avenue being blocked, off noting that it is very difficult to get out of the Hickory garages during peak times and onto Compton Avenue. Fr. Biondi explained that this property is being developed for a new Pediatric Dentistry building. Fr. Biondi will look into getting the traffic flow issue solved. Perhaps having security direct garage traffic such as they do at the Chaifetz Arena.

There was discussion of extending medical and tuition benefits to domestic partners. Fr. Biondi said that this will be looked into.

Fr. Biondi also noted that some employees would like to see the extension of benefits for autism costs.

As of Jan. 1, 2013, the University will cover, at no cost to employees, generic contraceptives, including, but not limited to hormonal and barrier contraceptives. The plan however, will not cover the cost of abortions.

Fr. Biondi addressed issues surrounding Dr. Manoj Patankar that led to the no confidence vote against himself and recent developments in University Governance.

The question was asked that if there was a survey of the SLU community would the result be shared. Fr. Biondi indicated that the survey would be conducted by a professional firm and the results would be shared.

Concerned staff could let the media know that they do not agree with the no confidence vote as well as the faculty senate.

It was noted that in 2011 65 top performs of faculty/staff did get a raise for retention purposes. This totaled \$600,000.00.

An audit was recently conducted regarding salaries. It was indicated that faculty and staff compensation is a top priority. An equity market study for staff will be completed by January, 1, 2013. There will be a merit pool this year.

Fr. Biondi indicated that his vision for SLU is to be the best Catholic University in the U.S.

When asked about the construction debris that is piled up across the street from the DRC, Fr. Biondi indicated that this will continue to stay for a period of time. The owner of the building located in between the piles of debris wants a million dollars for his property. In reality the property is worth much less. It is hoped that the price of the building will eventually come down.

Next Meeting: The next Staff Advisory Committee Meeting is scheduled for Thursday, December 13th, 12:15 pm – 1:30 pm in the Multi Purpose Room, (3rd floor) of the Doisy College of Health Sciences Building.

December's Spotlight Presentation: Christmas Potluck, December 13, 2012.

Adjournment: Sue Stevens adjourned the meet at 1:15 pm

Submitted by,

Lin Cowick

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
December 13, 2012**

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15 pm by Ms. Sue Stevens, Chair. Sue Stevens welcomed everyone to the meeting and gave the reflection.

Attendance:

Members: Jennifer Baine, Susan Brown, Lin Cowick, Daria Dietz, Ken Fleischmann, Mary Ann Fox, Ken Gebken, Gayle Gilmore, Jacqueline Jackson, Yvonne McCool, Michael Mueller, Carolyn Mulhall, Theresa Perry, Mick Conley, Nicole Purcell, Peggy Stelzer, Sue Stevens, Tiffany Tocco, Susan Torretta, Joanne Walley, Regina Walton, Cyn Wise, Kathy Wolf, Jeanne Young, Amy Estlund,

Visitors: Eric Anderson, Sherry Ashford, Carol Boerding, and Sally Zetzman

Minutes: The minutes from the November 15, 2012 meeting were approved with correction.

Presentation: Cyn Wise presented Carolyn Mulhall with the Joyce Huelsmann Award. She also noted that there is a plaque on display in the Wool Center displaying the names of the two winners of this award.

Announcements: Yvonne McCool gave out attendance prizes at the potluck lunch.

Sue Stevens announced that the results of the Staff Climate Survey will be presented in January, 2013.

Monthly Spotlight Presentation-Eric Anderson – Campus Recreation:

Eric Anderson presented information promoting health and well-being. He also demonstrated exercises and relaxation techniques.

Call to Action:

Kelly Krejnik – Sustainability Project. Kelly explained SLU's sustainability project and made a presentation on what is or is not recyclable. She indicated that SLU has achieved an 18% savings on trash collection since installing recycle bins.

Next Meeting:

The next Staff Advisory Committee Meeting is scheduled for Thursday, January 17, 2012 at 12:00 - 1:15 PM in DuBourg Hall, Sinquefield State Room, Room 409.

January's Spotlight Presentation: SAC Climate Survey Results.

University Committees:

Parking Issues – Susan Toretta was not able to present at this meeting. However, she gave the SAC Executive Committee information from the latest parking committee meeting. Please see attached information.

Development and Community Relations Committee – Mick Conley was unable to present at this meeting. Please see the attached summary of the September 21, 2012 meeting.

Adjournment: Sue Stevens adjourned the meet at 1:20pm

Submitted by,
Lin Cowick

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
January 17, 2013**

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15 pm by Ms. Sue Stevens, Chair. Sue Stevens welcomed everyone to the meeting and gave the reflection.

Attendance:

Members: Jennifer Baine, Kathy Barbeau, Joan Beaty, Lin Cowick, Yvone McCool, Theresa Perry, Nicole Purcell, Sue Stevens, Susan Torretta, Cyn Wise, Sharon Biddle-Ferrel, Smadar Chezrony, Mary Ann Fox, Ken Gebken, Gayle Gilmore, Jacqueline Jackson, Delia King, Elisabeth King, Elizabeth Lawrence, Jana Newell, Katie O'Connell, Kathy Patrylo, Patricia Pisarkiewicz, Allison Roba, Colleen Schneider, Peggy Stelzer, Rita Stites, Lisa Terneus, Tiffany Tocco, Bridget Turner, Regina Walton, Ellen Weis, Cathy Zimmer

Visitors: JoAnne Couch, Pamela Merriweather, Jan Herweg, Stacy Duvall, Aimee Manley, Pam Samuels, Peggy Gathard, Molly Thompson, Cherell Johnson, Nancy Young, Jeremy Nagle, Debbie Dill, Lora Mueller, Heather Thornton, Annalisa Renovitch, Patricia McQueen

Minutes: The minutes from the December 13, 2012 meeting were approved without correction.

Announcements: Yvonne McCool gave an update on the shoe drive. Yvonne presented a torch to the Wool Building for collecting the most shoes so far this year. 375 pounds of shoes have been collected so far.

Yvonne noted that we need more student participation.

There has been no word from Tenet if they are interested in participating in the shoe drive.

Sue Stevens announced that a Parking and Card question survey would be sent to the membership prior to next month's meeting in order to gather questions that member's have about Parking and Card Services. These questions will be addressed at next month's meeting. Sue also noted that the SAC Executive Committee is currently working on updating/revising SAC's by-laws. Hopefully, these will be ready for review at our next SAC meeting in February.

Monthly Spotlight: Sue Stevens presented a PowerPoint presentation on the results of the Climate Committee Survey that was sent to the SAC membership in October.

It was noted that the top concern for staff was inadequate pay. The second issue of concern was Faculty /staff relations. Ken Fleischmann outlined the current process that was underway to address the pay issue. The Lockton Group is currently conducting a market analysis of current positions. The results should be known later this month. He noted that pay is a top priority; however, it will be a multi-year process in correcting the issue.

Ken also spoke about the new initiative that was underway to help improve faculty/staff relations. A new committee had been formed to address this concern.

The group was reminded that there is a hotline that staff can call to report complaints/problems with faculty as well as compliance issues. The number is 1-877-977-5545. Ken noted that this is an anonymous phone call if employees desire anonymity.

Ken Fleischmann also noted that a University-wide Climate Survey was being developed that would be sent to all faculty, students and staff. This was in response to the faculties' shared governance concerns. This survey should be sent some time in the near future.

If anyone has any other concerns that were not addressed they are encouraged to submit them to Sue Stevens.

Reports: Cyn Wise presented information from the December 12, 2012 Human Resources Committee. Please see attached minutes from this meeting.

Next Meeting: The next Staff Advisory Committee Meeting is scheduled for Thursday, February 21, 2013, 12:15 - 1:30 PM, School of Nursing (SON)-Room 117, 3525 Caroline Mall. A final speaker has yet to be confirmed, but is hoped that it would be from the University Medical Group.

Adjournment: Sue Stevens adjourned the meet at 1:20pm

Submitted by,

Lin Cowick

**SAINT LOUIS UNIVERSITY
STAFF ADVISORY COMMITTEE
MEETING MINUTES
March 21, 2013**

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15pm by Ms. Sue Stevens, Chair. Sue Stevens welcomed everyone to the meeting and gave the reflection.

Attendance:

Members: Charlotte Avett, Kathy Barbeau, Jennifer Baine, Larry Bommarito, Smadar Chezrony, Lin Cowick, Patrick Dalman, Mary Ann Fox, Tonya Galina, Ken Gebken, Gayle Gilmore, Tammy Grant, Kathy Herron, Pat Hoffarth, Anne Imlay, Delia King, Elisabeth King, Yvonne McCool, Patricia MCQueen, Lora Mueller, Michael Mueller, Carol Murphy, Jan Newell, Kahty Patrylo, Theresa Perry, Natalie Peterein, Deborah Pratt, Nicole Purcell, Allison Roba, Debra Schindler, Colleen Schneider, Ann Smith, Peggy Stelzer, Sue Stevens, Rita Stites, Tiffany Tocco, Susan Torretta, Ellen Weis, Gina Williams, Kathleen Wolf, Jeanne Young,

Visitors: JoAnne Couch, Pamela Merriweather, Pam Samuels, Marian Liinck, Peggy Suzor, Alice F. Hubbard, Peggy Gathard, Rita McMillan, Julie Ulkus, Linda R. Drohlich, Rhonda Arl

Minutes: The minutes from the January 17, 2012 meeting were approved without correction.

Announcements: The next installment in the Jesuit Mission series is Monday, March 25, 2013.

Sue Stevens noted that the updated SAC bylaws will be sent out for review by the end of this fiscal year.

The University-wide Climate Survey will be sent out tomorrow. Sue Stevens encouraged everyone to participate to ensure that their voice is heard.

The Staff Advisory Executive Committee ballot for fiscal year 14 will be sent out tomorrow, Friday, March 22nd. The new Executive Committee will be announced at the next SAC meeting.

Yvonne McCool gave an update on the shoe drive. Yvonne noted that the Wool Building has collected the most shoes for the past three months. She noted that we have been receiving more student participation. Yvonne indicated that help is needed next Wednesday to sort shoes. Shoes will be picked up next Thursday. The shoe drive ends May 31st.

Presentations:

David Heimburger, Vice President and Chief Financial Officer presented the 2014 budget.

Gary L. Whitworth, Assistant Vice President, Treasurer and Chief Investment Officer presented an update on endowments.

Patty Haberberger, Assistant Vice President of Human Resources discussed the results of the Lockton Group market analysis of current positions.

Next Meeting: The next Staff Advisory Committee Meeting is scheduled for Thursday, April 18th, 12:15 pm - 1:00 pm in the School of Nursing (SON)-Room 117, 3525 Caroline Mall.

Monthly Spotlight: Kathy Merlo, COO, UMG - University Medical Group Update.

Adjournment: Sue Stevens adjourned the meet at 1:25 pm

Submitted by,

Lin Cowick