Saint Louis University  
Staff Advisory Committee  
Meeting Minutes  
November 20, 2014

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection. She announced the meeting was being broadcast via Fuze, and would be recorded for those who may want to view it at a later date.

Minutes: The minutes of the October 16, 2014 meeting were approved.

Guests: Blue Santa and elves, Sheila Manion, Interim VP of Development and Jeff Fowler, VP Marketing and Communications


FUZE Attendees:

Visitors: Natasha Baker, Kalen Reichert, Kevin Leslie, Judy Pierce

Call to Action: Blue Santa and elves arrived and collected toys donated by SAC members. These toys will be distributed at the SLU Christmas party on December 4, for the staff and families and neighborhood kids. The party will be at the Center for Global Citizenship.

Monthly Spotlight

Jeff Fowler, VP Marketing and Communications, gave an update of the issues around the upcoming grand jury decision. He is chairing one of four working groups. Leah Owczarczak represents SAC on one of the committees. They have been preparing for many weeks, internally, but also for the parents who have students here who are not from the St. Louis area. In addition to the working groups, five webcams have been installed across campus. They will activate a communications center on the day the grand jury decision is announced. He anticipates this full communications center will operate for 24 hours straight, if not longer.

Mr. Fowler also announced marketing initiatives across the University. An external company has completed an assessment of current University marketing, and our goal is to elevate the SLU brand by enhancing our marketing and making SLU more recognizable on a national level. Two working groups,
Brand Steering Committee and University Marketing Council, continue to work with groups across the University. There are a number of other initiatives, including redesign of the website. Dr. Pestello is committed to investing in marketing and development.

Sheila Manion, Interim VP for Development, outlined the timeline and plans for the capital campaign. The University met with a fundraising firm to do a campaign readiness assessment. The preliminary goal is $500 million. The current Strategic Planning Process will define the campaign. Development is working with a campaign consultant. Dr. Pestello and his family established a scholarship fund shortly after their arrival in St. Louis. Scholarship, Medical Center research, infrastructure and academic initiatives are a few of the goals of the campaign.

The Strategic Plan will be finalized in May. At that time, we will announce the capital campaign kick-off. A feasibility study will be conducted. We will seek approval for a “quiet” phase of the campaign and hope to raise 50% of the goal prior to going public in 2018, celebrating the 200 year anniversary of the University.

Announcements:

- PCC is seeking volunteers for the Call Center. If you are interested in volunteering for a 4 hour shift, please reach out to Jeff directly.
- We will be receiving a survey from Sustainability, regarding alternative transportation on, around and off campus.
- It is benefits open enrollment; the deadline is 11/30. If you are changing, that can be done online. That is also the final day of vitality health review and vitality check. If you do not do this by the deadline, you will not get the wellness discount on your premium. Overflow dates of December 1-2-3 were scheduled through TenetCare and will be accepted. Walgreens or private physician forms still have to be by 11/30. Spread the word!
- The 4th annual SLU Arts and Craft show will be December 4 from 10 am – 4 pm in Busch Student Center. If you know an artist who would like to participate, please contact Megan Mitchell, Chair of the MOVE committee.
- Shoe Drive – We have six universities who will participate. The drive will run from January 1 – May 31. If you can manage a box in your building, please contact Yvonne McCool at ymccoolm@slu.edu.
- Holiday schedule – there is no word of the University closing on December 29-30.
- If you are interested in volunteering with H.E.R.O.E.S. Care, please contact them directly at (636) 600-0096.
- At this time, the SAC meetings will remain on the 3rd Thursday of the month.
- The next SAC meeting will be held on Thursday, December 18, 2014 from 12:15-1:30 pm in the multi-purpose room (3rd floor) of the Allied Health Bldg. SAC will provide soup and sandwiches. Members are asked to bring a side dish OR a dessert, and a friend.

The meeting adjourned at 1:15 pm.
Respectfully submitted,

Rita Stites
Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:25 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection from Ecclesiastes 3:1-8. She invited members to email her directly (SACchair@slu.edu) with suggestions of topics they would like to see presented at this year’s meetings.

Guests: Patty Haberberger, Interim VP Human Resources, George, “The Shoeman”

Attendance-Members: Charlotte Avett, Jennifer Baine, Susan Brown, Pamela Camp, Matt Campbell, Jennifer Elwyn, JoAn Filla-Taylor, Karen Fox, Jennifer Franey, Tonya Gallina, Gayle Gilmore, Pat Hoffarth, Elisabeth King, Julia King, Terrie Perry, Debra Schindler, Eltra Sharp, Sue Stevens, Rita Stites, Susan Torretta, Bridget Turner, Ellen Weis, Gina Williams, Cyn Wise, Kathleen Wolf, Jeanne Young. (We were unable to capture the attendees who viewed via FUZE meeting).

Visitors: Bob Gantner, Denise Parker, Rob Hartmann

Minutes: The minutes of the April 17, 2014 meeting were approved as submitted.

Call to Action: Elisabeth announced that, due to the VERP, several of our committees have openings. She asked interested parties to contact her directly to learn about these opportunities to serve.

Announcements: Elisabeth introduced the SAC Executive Committee for 2015:

Elisabeth King, Chair

Yvonne McCool, Chair Elect

Kathy Barbeau, Past Chair

Rita Stites, Recording Secretary

Jennifer Baine, Corresponding Secretary

Terrie Perry, Membership Coordinator

Elisabeth discussed SAC’s Executive Committee invitation to Dr. Pestello’s retreat, and the opportunity to participate in the planning and development of a strategic plan for the University. Faculty, staff and student representatives met to discuss our needs, and the process and structure of building the strategic plan. A smaller group will now convene to address and prioritize the needs, and plan the capital campaign.
The Cannonball Picnic will be held at Tegeler Field on October 25. All staff members are invited to this appreciation event. There will be vendors and information tables from many University groups. More information will be forthcoming.

Make a Difference Day will be held Saturday, October 25, and SAC will have a team participating. Last year, we assembled care packages for military personnel. We are open to suggestions for a site for this year.

**Monthly Spotlight:** Patty Haberberger, Interim VP of Human Resources, presented the statistics for the Voluntary Enhanced Retirement Program (VERP), and answered various questions. Of the 747 employees eligible for the VERP, 216 participated. Several people have asked if there is a list of the employees who took the VERP, and HR will follow up with the General Counsel’s office to ask if this list can be shared for those who may want to send a message.

The Climate Survey was sent to faculty and staff in the spring, and the results were collected by an independent firm. A message will come out in September regarding an open forum. Between the Saint Louis and Madrid campuses, there was a 40% response rate to the survey.

Yvonne McCool announced the winners of the Battle for the Boot for 2014. St. Mary’s Oncology department was the winner in the “Offsite Location” category; Fusz Residence Hall received a certification for three years of participation; Verhaegen Hall took second place and Drummond Hall was the first place winner!! Yvonne presented certificates and thanks to the employees and volunteers who helped pick up and sort shoes. George “The Shoeman” addressed the group, thanking everyone for their participation. He shared a video from a village where a new well had just been drilled.

The next SAC meeting will be held on Thursday, September 18, 2014 from noon-1 pm in Room 251 of Busch Student Center.

The meeting adjourned at 1:30 pm.

Respectfully submitted,

Rita Stites
Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection. She announced the meeting was being broadcast via Fuze, and would be recorded for those who may want to view it at a later date.

Minutes: The minutes of the August 21, 2014 meeting were approved with one change. The date of the Cannonball Picnic is October 21, not October 25 as listed in the minutes.

Guests: Steve Gillies, Lockton

Members Present: Michael Bamber, Kathy Barbeau, Joan Beaty, Larry Bommarito, Alexis Bruce-Staudt, Judi Buncher, Lauren Davis, Dawn DeLaria, JoAnn Filla-Taylor, Karen Fox, Jennifer Franey, Elizabeth Glauber, Pat Hoffarth, Elisabeth King, Delia King, Jeanne Lawo, Adrienne McCarthy, Yvonne McCool, Patricia McQueen, Lora Mueller, Jeremy Nagle, Jana Newell, Patricia Osmack, Lea Owczarczak, Theresa Perry, Allison Roba, Colleen Schneider, Eltra Sharp, Rita Stites, Patty Valentine, Regina Walton, Ellen Weis

FUZE Attendees: Charlotte Avett, Susan Brown, Pamela Camp, Matt Campbell, Joan Dalton, Daria Dietz, Jennifer Elwyn, Amy Estlund, Tonya Gallina, Gayle Gilmore, Tammy Grant, Natalie Peterein, Sally Schade, Debra Schindler, Sue Stevens, Susan Torretta, Kine Walker, Gina Williams, Cyn Wise, Kathleen Wolf, Jeanne Young, Bob Gantner, Denise Parker, Rob Hartmann.

Visitors: Allison Grapperhaus, Mary Krieg, Jennifer Zeola, Nancy Young, Angela Coleman, Patricia Brison, Mary Hammett, Judy Pierce, Peter Garvin: Via FUZE: Matthew Turek, Melissa Bonney, Kyle Collins

Call to Action: Elisabeth reminded all SAC members to renew their memberships annually. She announced those who had taken on roles on SAC committees, and reached out to members to volunteer for several other committees.

Announcements: Elisabeth introduced member Pat Hoffarth, who has volunteered to be the Staff Advisory Committee Make a Difference Day Team Captain. Pat takes over for Jennifer Baine, who we thank for her service over the past 3 years.
Pat addressed the members about this year’s participation. She has received suggestions for two sites for us to participate in MADD; Shoeman Water Project and H.E.R.O.E.S. Care (last year’s site). She asked that members contact her directly with any questions or comments, and provided a signup sheet. Final details and arrangements for MADD will soon be distributed to members.

The Wellness fair will be held October 1 (Allied Health Multi-Purpose Room) and October 2 (Busch Student Center) from 7 am-1:30 pm. Vitality screenings begin.

Dates/details for open enrollment for benefits will be going out via email soon.

The Inaugural Mass will be held October 2 at 3pm, with a reception to follow. The Presidential Inauguration will be held on Friday October 3.

The food trucks will be at the HSC Campus on October 10.

The Cannonball Picnic will be held at Tegeler Field on Tuesday, October 21. All staff members are invited to this appreciation event. There will be vendors and information tables from many University groups.

Make a Difference Day will be held Saturday, October 25, and SAC will have a team participating. An update will be given at the October 16 meeting.

Elisabeth asked for feedback from members concerning a change in the dates of the SAC meeting. These currently are held the third Thursday of the month, the same day as PCC. If we could move the meeting to the fourth Thursday, she would be able to give updates from PCC.

PCC Updates – General Counsel has made changes to the sexual misconduct policy; Patty Haberberger is working on an open forum date to present information on the climate survey; Provost search continues with meetings and open fora. Plans are to have a new Provost by July 1, 2015; the search for a new A & S Dean continues; VP Marketing is now split into two areas- VP Marketing is Jeff Fowler and VP of Development is Sheila Manion.

Thanks to David Hakanson for the fantastic IT support for the FUZE meeting. It is also being recorded. IT has created a new wireless portal called SLU User. It is much faster than slunet.

Benefits Office will be sending out communications about 2015 benefits. A letter in early October will explain open enrollment, which is November 1-30. For the third consecutive year, employee premiums will not be increased. This is due in large part to employee participation in wellness plans and reduction of claims.

**Monthly Spotlight:** Steve Gillies, Lockton representative, presented two new voluntary plans which will be offered by the University beginning January 1. One is a vision plan through VSP and the other is an accident coverage plan offered by Voya Financial (formerly ING). He reviewed the rates and answered general questions about both plans. Both companies will be represented at the Employee Health Fair October 1 and 2 and information will be available to all employees.
Elisabeth answered questions from the group and reached out for volunteers to serve on University committees. Interested members may contact her directly at SACChair@slu.edu.

The next SAC meeting will be held on Thursday, October 16, 2014 from 12:15-1:30 pm in Lecture Hall 1 of Schwitalla Hall.

The meeting adjourned at 1:00 pm.

Respectfully submitted,

Rita Stites
Saint Louis University  
Staff Advisory Committee  
Meeting Minutes  
October 16, 2014  

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection. She announced the meeting was being broadcast via Fuze, and would be recorded for those who may want to view it at a later date.

Minutes: The minutes of the September 18, 2014 meeting were approved.

Elisabeth welcomed Dr. Pestello to the meeting, and stated all announcements would be made at the end of the meeting.

Guests: University President Fred Pestello, PhD

Members Present: Charlotte Avett, Jennifer Baine, Diane Barbeau, Joan Beaty, Sharon Biddle-Ferrell, Larry Bommarito, Susan Brown, Matt Campbell, Joan Dalton, Lauren Davis, Dawn DeLaria, Nancy Culbert, Jennifer Elwyn, JoAnn Filla-Taylor, Jennifer Franey, Tonya Gallina, Peter Garvin, Tammy Grant, Pat Hoffarth, Elisabeth King, Yvonne McCool, Patricia McQueen, Jana Newell, Catherine Nolan, Kari Saunders, Colleen Schneider, Eltra Sharp, Sue Stevens, Rita Stites, Ellen Weis, Cyn Wise, Kathy Wolf, Jeanne Young.

FUZE Attendees: Adrienne McCarthy, Alexis Bruce-Staudt, Allison Roba, Amy Estlund, Anne Imlay, Antoinette Dean, Beth Glauber, Claudia Duvall, Cory Cullen, Daria Dietz, Dawn Hui, Denise Parker, Diane Goebel, Gayle Gilmore, Judi Buncher, Karen Fox, Kathy Barbeau, Kellie Dalton, Keri Jupka, Lisa Roach, Lora Mueller, Mary Cook, Mary Wolf, Megan Buckley, Megan Greathouse, Melody Altman, Missi White-Luster, Nancy Young, Nanette Parris, Natalie Sevener, Patricia Galati, Patricia Osmack, Rob Hartmann, Sandy Gambill, Susan Torretta, Tiffany Trautwein, Wendy Labenne

 Visitors: Mary Pereira, Robin Kitchell, Susan Brown, Debra Schindler, Margaret Door, Amelia Blanton, Sally Schade, Matt Olwig, Mary Krieg, Sally Bowles, Jessica Passow, Tina Gray, Patti Mazzuca, Caeden Sweet, Dawn Govreau, Amanda Sahaida, Christina Butler, Joe Stumpf, JenniferBouchard, Debi Pratt, Kathleen Lottenbach.
**Monthly Spotlight:** Dr. Pestello thanked everyone who attended today’s meeting. He gave an update of the protestors on campus, and responded to many questions from SAC members. He has had conversations with the protestors to try and understand what they want to achieve. He stated DPS has increased patrols around the clock, and that campus safety remains the top priority. A live webcam of the clock tower has been set up. He stated he will be communicating frequently with all staff and faculty via email, and thanked everyone for their comments.

Heather Thornton, PhD, Learning and Development Manager, presented the activities within the Climate Survey. There was a 41% response rate. She shared an overview of the survey, discussing empowerment, image and working relationships as items relevant to staff. She stated staff would be invited to the strategic planning committee focus groups.

**Call to Action:** Carolee Patek announced the United Way goals for this year, and showed this year’s video. We are already at 63.5% of this year’s goal. She brought brochures and cds for staff to distribute to departmental faculty and staff.

**Announcements:**

- The Cannonball Picnic will be held next week, October 21. Bring a pair of shoes for the shoe drive and be entered into a drawing for one of two Billikens Bucks gift cards.
- The ELI Project, which collects children’s’ books, will have a table set up at the picnic.
- Make a Difference Day is next Saturday, October 25.
- Benefits Open Enrollment communication will be out by the end of next week. All information will be posted on their website.
- Next week is Sustainability Week.

The next SAC meeting will be held on Thursday, November 20, 2014 from 12:00-1:15 pm in BSC RM 251.

The meeting adjourned at 1:15 pm.

Respectfully submitted,

Rita Stites
Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection. She announced the meeting was being broadcast via Fuze, and would be recorded for those who may want to view it at a later date.

Minutes: The minutes of the November, 2014 meeting were approved.


Members Present: Natasha Baker, Diane Barbeau, Joan Beaty, Sharon Biddle-Ferrell, Larry Bommarito, Judi Buncher, Matt Campbell, Peter Garvin, Pat Hoffarth, Elisabeth King, Delia King, Mary Krieg, Yvonne McCool, Patricia McQueen, Jana Newell, Leah Owczarczak, Theresa Perry, Allison Roba, Colleen Schneider, Eltra Sharp, Rita Stites, Bridget Turner, Patty Valentine, Regina Walton, Ellen Weis, Cyn Wise, Kalen Reichert

FUZE Attendees: Adrienne McCarthy, Antoinette Dean, Karla Mosby, Melissa Bonney, Natalie Sevener (Peterin), Sally Schade, Susan Torretta, Beth Glauber, Joann Filla-Taylor, Julie Dill, Lynda Signorino, Jeanne Young, Kathy Wolf, Elaine Marschik, Cathy Zimmer, Kathy Barbeau, Joan Dalton, Alexis Bruce-Staudt, Carolee Patek, Nancy Young, Pam Samuels, Alice Smith, Patricia Galati, Jennifer Baine

Visitors: Christina Butler, Theresa Leisure, Judy Pierce, Amanda Sahaida, Janet Strader, Jennifer Zeola

Call to Action: Please view the MySLU portal to complete the annual Compliance requirement.

Monthly Spotlight

Brooke Gordon, Aramark – Presentation of the new branded logos for DineSLU and CaterSLU. Fresh concepts are being developed, and in response to student surveys, more recognizable brands are being added around campus. They are increasing sustainability, local sourcing and student employment. More changes will soon be seen across campus. Education Union on the Med Campus will be offering more choices. The Docket (Law School) management team will be reviewing and updating the menu.

Sarah Burke, Center for Sustainability – Presentation of the new push for energy reduction across campus. The program is mainly internal now, but will be presented to the Sustainability Advisory Council. The Council members will reach out to Vice Presidents and departments. All buildings on
campus will be audited for emergency efficiency. More information on this project is available on the www.slu.edu/sustainability website.

Kitty Berra, ITS and Compliance – Presentation of security, email security and guidelines on the ITS website. Think about the security of your business practices. Please report viruses to helpdesk@slu.edu, 977-4000. You may report suspicious activity to 1-877-525-KNOW or to InfoSecurityteam@slu.edu. ITS has guidance on their website that will help you encrypt a document to make it secure. This is helpful for those who travel or use laptops. You may call the Helpdesk if you need to have a computer scanned.

Announcements:

- Shoe Drive runs from January 5 – May 31. Updates will be given at SAC meetings and via Newslink.
- The new vision care plan does not provide cards. Your provider can verify enrollment through VSP.
- Regina Walton, Alumni Relations, asked for donations of items for Valentine’s baskets for the elderly.
- The next SAC meeting will be held on Thursday, February 19, at 12:15 pm in LRC Auditorium B.

Respectfully submitted,

Rita Stites
Saint Louis University  
Staff Advisory Committee  
Meeting Minutes  
February 19, 2015

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection. She announced the meeting was being broadcast via Fuze, and would be recorded for those who may want to view it at a later date.

Minutes: The minutes of the January 15, 2015 meeting were approved.

Guests: Kerry Borawski, Theresa Brewer, Herb Caldwell, D.C. Cooper, Emily Seitz

Members Present: Charlotte Avett, Sharon Biddle-Ferrell, Susan Brown, Matt Campbell, Daria Dietz, Tonya Gallina, Peter Garvin, Rob Hartman, Elisabeth King, Jana Newell, Theresa Perry, Kari Elbe, Sally Schade, Colleen Schneider, Eltra Sharp, Rita Stites, Regina Walton, Cyn Wise, Kathy Wolf, Jennifer Bouchard

FUZE Attendees: Christine Luebbert, Tammy Grant, Mary Krieg, Lawrence Bommarito, Joan Dalton, Antoinette Dean, Karen Fox, Angie Coleman, Delia King, Allison Roba, Beth Glauber, Pat Osmack, Natalie Sevener

Visitors: Emily Seitz, D.C. Cooper, Theresa Brewer, Kerry Borawski, Carol Finney, Herb Caldwell, Matt Olwig, Mary Lou Pereira

Monthly Spotlight

Kerry Borawski, Compliance – Kelly Borawski from the Compliance Office reminded everyone of the compliance hotline. This hotline is open 24/7 and can be used to anonymously report concerns you may have. It is operated by an entity outside the University. They report calls to the Compliance Office, who reports them to the Board of Trustees. Each call is assigned an ID code, which allows you to call back and learn the resolution of an issue. The hotline # is 877-525-KNOW.

Herb Caldwell, School for Professional Studies - Mr. Caldwell is the Assistant Dean, School for Professional Studies. He explained the structure and admission requirements of SPS, and shared their plans to grow by expanding their presence at junior colleges and offering reduced tuition rates for military students and veterans. SPS offers more than 20 fully online degree programs. New courses are being offered and developed. For additional information, see www.slu.edu/school-for-professional-studies-home.
Emily Seitz and D.C. Cooper, Toastmasters - Ms. Seitz and Mr. Cooper distributed information on “Toast of SLU”, the Toastmasters group at SLU, and presented an overview of Toastmasters International. This organization is 90 years old, and is a world leader in communication and leadership development. Those who are interested in more information on joining Toast of SLU are welcome to attend meetings, (held every Thursday from 11:30 to 12:30 in Room 128 of the Wool Center), or contact Ms. Seitz, eseitz@slu.edu or Mr. Cooper, dcoope20@slu.edu.

Announcements:

- Shoe Drive runs from January 5 – May 31. Updates will be given at SAC meetings and via Newslink. A boot drive is also being held to encourage competition to win a pair of tickets to the opening night production of “Kinky Boots” at the Fox on March 24.
- ORC-Operations Review Committee – Cyn Wise said the committee has met twice and would be sending information out to the staff to solicit information. There will be a short survey containing 12-13 questions covering areas such as Business & Finance, HR, Research, IT, etc.
- SLUStars nominations are due by 4:30 on Friday, February 20.
- SAC election ballots will be sent out in March. If you would like to nominate someone for a position on the SAC Executive Board, please email your nomination to SACChair@slu.edu.
- The PCC has been expanded to include Deans, Directors, and representatives from SGA, Faculty Senate and SAC. The group now has 75-80 attendees.
- Clocktower Accords – There is a group of individuals questioning the Clocktower Accords. Dr. Pestello wants to hear from you. Email questions or comments to me at SACChair@slu.edu.
- The next SAC meeting will be held on Thursday, March 19, at 12:00 pm in the Saint Louis Room at Busch Student Center.

Respectfully submitted,

Rita Stites
Saint Louis University  
Staff Advisory Committee  
Meeting Minutes  
March 19, 2015

**Call to Order:** The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection.

**Minutes:** The minutes of the February 19, 2015 meeting were approved.

**Guests:** Michael Luna, VP HR; Kathy Merlo, COO SLUCare.

**Members Present:** Charlotte Avett, Jennifer Baine, Micheal Bamber, Diane Barbeau, Kathy Barbeau, Marsha Bennett, Sharon Biddle-Ferrell, Alexis Bruce-Staudt, Judi Buncher, Lauren Davis, Toni Dean, Jennifer Franey, Tonya Gallina, Karen Fox, Elizabeth Glauber, Pat Hoffarth, Delia King, Elisabeth King, Yvonne McCool, Lora Mueller, Carol Murphy, Jana Newell, Leah Owczarczak, Theresa Perry, Allison Roba, Colleen Schneider, Eltra Sharp, Sue Stevens, Rita Stites, Patty Valentine, Regina Walton, Ellen Weis, Cathy Zimmer.

**FUZE Attendees:** Jennifer Bussen, Denise Economen, Denise Parker, Jeanne Young, Matt Campbell, Missi White-Luster, Natalie Sevener, Lori Corzine, Pat Osmack, Kathy Wolf, JoAnn Filla-Taylor, Lisa Roach, Tammy Grant, Carolee Patek, Kari Elbe, Kellie Dalton, Amelia Blanton, J. Swoboda, Jeanne Lawo, Lawrence Bommarito

**Visitors:** Mary Lou Pereira, Dan Feeney, Lynn Kerley, Karin Easter, Mary Drexl, Beth Anne Yakubu, Nancy Donjon, Mary Krieg, Amanda Sahaida, Christina Butler, Zack Thatcher

**Monthly Spotlight**

**Michael (Mickey) Luna, VP HR** - Mr. Luna thanked the SAC members for inviting him to the meeting and shared his enthusiasm for his new position as VP HR. He discussed his background and his plans to provide opportunities for people to learn and advance. His door is always open.

**Kathy Merlo – SLUCare COO** – Ms. Merlo presented an update on SLUCare, and stated they are having a good year. SLUCare recently held eight town hall meetings which served as the kickoff for the new branding campaign. They are increasing their use of Facebook and Twitter, and have updated their website. Some of the initiatives now in progress are the new call center, improving accessibility, and the focus on patient satisfaction. She answered questions from the members.
Announcements:

- The PCC has been expanded to 80-85 people, and is now called the PAC, President’s Advisory Council. Bi-weekly meetings are being held.
- In 2011, a staff/faculty committee began to address the issue of bullying on campus. A civility committee has now been formed to address this issue and to develop training and intervention plans.
- The drawing was held to select the winner of two tickets to the Opening Night performance of “Kinky Boots” at the Fox. Tammy Grant was the lucky winner.
- Nominations for SAC Executive Board for 2015-2016 are now closed. The ballot will be distributed in April and the new SAC Board will be announced at the May meeting (BBQ)
- The next SAC meeting will be held on Thursday, April 16 at 12:15 in the Multi-Purpose Room of the Allied Health Building.

Respectfully submitted,

Rita Stites
Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:15 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests with a reflection.

Minutes: The minutes of the March 19, 2015 meeting were approved.

Guests: Jay Goff, Gary Whitworth, Mickey Luna

Members Present: Charlotte Avett, Jennifer Baine, Diane Barbeau, Kathy Barbeau, Jennifer Bouchard, Susan Brown, Judi Buncher, Matt Campbell, Lauren Davis, Dan Feeney, Tonya Gallina, Elisabeth King, Yvonne McCool, Jana Newell, Leah Owczarczak, Theresa Perry, Kari Elbe, Sally Schade, Colleen Schneider, Eltra Sharp, Sue Stevens, Rita Stites, Ellen Weis, Cyn Wise, Jeanne Young, Joe Stumpf.


Visitors: Matt Olwig, Joan Siegner, Carol Finney, Mary Lou Pereira

Monthly Spotlight:

Jay Goff – VP, Enrollment and Retention Management – Presented plans to address the decline in enrollment. SLU has students from all 50 states. The number of high school graduates has declined. We are building a formal national network, increasing veteran enrollment, and expanding our global reach to be a global university. We are facing challenges with declining enrollment in some of our school, and experiencing success with newer programs. Mr. Goff distributed copies of the presentation which was given at the recent PAC meeting.

Gary Whitworth – Asst. VP, Treasurer and Chief Investment Officer – Gary discussed the budget process and the long and short term challenges. The Board of Trustees approved a 2% merit increase, some increase in tuition and room/board at the February meeting. There was a deficit going in to 2016 and we were charged with addressing and closing the deficit. Many meetings have been held discussing options such as increase in the endowment spending, reduction of the retirement match, tuition remission, etc. Communications are still ongoing, but the final budget will be approved at the May Board of Trustees meeting.
Mickey Luna – VP, Human Resources – Discussed the recommended 2% merit increase and how the benchmarking data was presented to the PAC, Deans, etc.

**Announcements:**

- Troy Turnipseed – Director, Summer Studies, shared information from Aramark on the dining options on campus during the summer months. If you have questions/comments, please email him directly at summer@slu.edu
- Yvonne McCool – Chair Elect, presented the minutes from the recent Ministry and Mission meeting.
- Nominations for SAC Executive Board for 2015-2016 are now closed. The ballot will be distributed in April and the new SAC Board will be announced at the May meeting (BBQ)
- The next SAC meeting will be the end of year barbecue, held at SLURuba at 12 pm. Members, please bring a friend who may be interested in joining SAC!!

Meeting adjourned at 1:15 pm.

Respectfully submitted,

Rita Stites
Saint Louis University
Staff Advisory Committee
Meeting Minutes
June 18, 2015

Call to Order: The meeting of the Staff Advisory Committee (SAC) was called to order at 12:00 pm by Chair Elisabeth King. Elisabeth welcomed members, visitors and guests to this last SAC meeting of the year.

Minutes: The minutes of the April 16, 2015 meeting were approved.

Guests: David Heimburger, David Grabe, Brianne Burcke, Laura Forhan and Stacy Mack

Members Present: Jennifer Baine, Michael Bamber, Diane Barbeau, Kathy Barbeau, Sharon Biddle-Ferrell, Jennifer Bouchard, Susan Brown, Matt Campbell, Lauren David, Dawn DeLaria, Jennifer Elwyn, JoAnn Filla-Taylor, Karen Fox, Peter Garvin, Pat Hoffarth, Elisabeth King, Delia King, Kevin Leslie, Yvonne McCool, Patricia McQueen, Jana Newell, Leah Owczarzak, Mary Lou Pereira Theresa Perry, Nicole Purcell, Karie Elbe, Colleen Schneider, Eltra Sharp, Rita Stites, Sue Torretta, Ellen Weis, Gina Williams, Debra Wilson, Cyn Wise, Kathleen Wolf, Jeanne Young, Rachel Young


Visitors: Bretton DeLaria, Jordan Demanes, Jennifer Jackson, Joan Siegner, Joe Stumpf

Monthly Spotlight

David Heimburger, VP and Chief Financial Officer - Mr. Heimburger introduced David Grabe, Assistant Vice President and Controller, and Brianne Burcke, Director of Financial Planning and Budget, and thanked them for the budget information supplied for today’s presentation. He explained the budget process for SLU, beginning with meetings held last November and December. They looked at the FY14 actual, and the other 28 Jesuit schools. The new student housing projects were discussed. Individual meetings were held with the Deans. A meeting was then held with Dr. Harshman to discuss the challenges, areas of opportunity and concern, and the enrollment projections were reviewed.

Another meeting was held in February 2015 to review more recent data for an accurate estimate. Presentations were made by Ray Tait, Jane Turner (Faculty Senate) and Ann Knezetic (SGA). There was also a February Board meeting and presented the information to the trustees asking for their approval. They approved a tuition rate increase for grad and post doc, a 2.0 merit for staff and a room and board increase. There were a lot of challenges. Enrollment was down for the fourth consecutive year and we
were looking at a deficit for the first time in 27 years. Multiple meetings were held and they began the process of sharing and educating. The budget was approved in May. The remaining gap was allocated to the VPs, and the VPs will manage that for their areas; some may cut travel, etc. How it is achieved is up to the VPs.

David Grabe, Asst VP & Controller – The challenges for FY16 started with the FY15 estimate. We missed enrollment by 1% and medical claims were forecast to be unfavorable. SLUCare had a fantastic year. By increasing the endowment spend rate from 4.5 to 5%, we will benefit. This is short term and the rate will come back to 4.5%. There are some risks for FY16. The capital campaign gives us the opportunity to raise money for projects.

Laura Forhan, Director and Stacy Mack, Supervisor, Parking and Card Services - The challenge for a new parking structure came up a year ago. They were working with 30 different types of hangtags, and had a lot of unused parking spaces in the centers of campus that were underutilized (approx. 600). By moving to resident, general and preferred, premium spaces were eliminated. The goal was to simplify the structure and lower costs. To make changes, you have to come in to the office. Laura and Stacy answered many questions, and said another review of the lots will be done in the fall, when students return.

Announcements:

- The next SAC meeting will be held on Thursday, August 20, 2015. Agenda, including time and location will be mailed to SAC membership in August.

Respectfully submitted,

Rita Stites