

Staff Advisory
Committee

Yearly Report
for
1996

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You must give something to your fellow man. Even
if it's a little thing, do something for others- something for
which you get no pay but the privilege of doing it.

Albert Schweitzer
1875-1965

The year 1996 was the first year for the group as the Staff Advisory Committee. The year 1996 was the first year that Open Meetings were held in April and in October. Tuition remission was an issue to be discussed at great length over the course of the year- the abuses of the program, the costs involved to administer the program, the ways to make the program more efficient and effective. Staff expressed concerns all year long also about the parking situation, receiving valuable information in August on the various aspects of the parking situation at Saint Louis University. A SAC data sheet was created and added to the new employee orientation packet. A subcommittee was established to consider issues related to children and families. The SLU Expo 96 was held. The Frost Campus Security Committee was formed with SAC providing the Chairperson. The BMC Advisory Committee had a staff representative in Ron Pointer. The Secretary position was created for SAC and added to the Executive Committee of SAC. SAC Mail was established to improve organizational communication. The first full year as SAC was very busy!!!

An issue that would generate a great deal of discussion and debate over the course of the year began on February 13th when a proposal was submitted to the PCC (President's Coordinating Council) suggesting possible revisions to SLU's tuition remission benefit. Requested by Fr. Michael Garanzini, S.J. ,the Academic Vice President and written by Dr.Ned Harris,the Associate Academic Vice President for Enrollment Management and Academic Services and Mr. Hal Deuser,the Director of Financial Aid on Frost Campus,the proposal detailed the financial costs of operating the tuition remission program, the abuses that had occurred and suggestions for ways to make the program better. With over 600 people taking advantage of tuition remission, the PCC is involved because of the cost and quality issues. The report was prompted by an awareness of abuses which include:

- 1) students not completing courses successfully
- 2) students not enrolled in a degree program taking courses
- 3) students registering for courses to " try them out" and then dropping them

Some of the concerns and issues being expressed by the Academic V P's Office are:

- 1) overall cost of the program
- 2) employees not making sufficient academic progress
- 3) probationary employees taking courses
- 4) significant dropping of courses

Lisa Walls, the Chair of the Staff Advisory Committee, distributed a memo on February 27th in which she indicated receiving many phone calls and e-mails about the proposal. She indicated she had been communicating with Mr.Michael Memos, Employment

Manager at Human Resources, who told her the purpose of the proposal is to begin a dialogue as the University wants to take a serious look at the program, focus on the goals of the program and then ensure that the program is best structured to meet those goals.

On March 6th, Lisa chaired the General Meeting where a lengthy discussion of the proposal was preceded by an overview of SLU Operations by Fr. Garanzini. Our group was informed that 700 fewer undergraduates are here this year, overall enrollment is down, graduate enrollment is heavy. The question is a matter of benefits- where are the sacrifices to be made? how many people can the cost be spread over? And it's not only at SLU. The benefits program issue keeps getting bigger and bigger, it's a nationwide corporate problem. The discussion yielded the feeling the issues are guidelines, greater clarification of the rules and promoting more use of the benefit.

The new SAC Chair, Betty Andrews, exchanged letters with Fr. Garanzini from May until August. The idea of an ad hoc committee to study the issue in depth was alive all year long with the Pro position taken by SAC (it would help PR, provide a mechanism to channel grievances, study what other universities are doing) and the Con position taken by Fr. Garanzini (all the major groups which need to be consulted should have a chance to review and make suggestions, the more eyes reviewing the proposed guidelines the better). In the end, the idea of an ad hoc committee remained just that: an idea.

In August, the SAC Executive Committee met with key persons from Arts and Sciences, Faculty Senate and the Women's Commission. By October, a tuition remission wrap-up sheet was being finalized with John Kysar in Benefits to draft the new document which will then go to the University Counsel.

P-a-r-k-i-n-g. Discussion of the many aspects of Parking at SLU started in the first month of the year and continued all year long. By August, many aspects of the parking issue were known. At the General Meeting on January 10th, Marcia Deering initiated a discussion of parking issues during which 3 aspects of the parking policy were noted:

- 1) there is a \$ 50.00 penalty if someone turns in a parking hangtag and then asks for another one within 6 months
- 2) there was a 12% increase in the cost of a parking permit as of July 1, 1995
- 3) there is no system in place for carpoolers to share the cost of a permit or hangtags

Places for parking have been impacted by construction of the new Parks College facility, the supply of handicapped spaces behind Tegeler and Fitzgerald Halls, and areas for the construction workers to park. Some lots do not have gates. Lisa Walls sent a memo on January 24th to Kathy Hagedorn, Vice President for Human Resource Management, in which she said that SAC will offer to place a staff rep on the Parking Committee and suggesting an open meeting to discuss parking issues. Kathy forwarded the memo to Charles Smith, Associate Vice President for Facilities Services, who responded on August 5th to Betty Andrews. Kathy also sent the memo to Kathleen Brady, Vice President for Facilities Management and Civic Affairs and to Chris Regan, Director of Service Operations.

Charles Smith began his memo by clarifying the role of Parking Services which is to be responsible for the implementation of the University's rules and regulations, policies

and procedures as they relate to parking but not setting parking policies. He went on to say that he chairs the Parking Planning Committee. The PCC approves any changes in parking policy and procedures. Answering questions in the memo, he responded:

- 1) there will be ample handicapped spaces behind Tegeler and Fitzgerald Halls
- 2) options are being explored to provide temporary parking as the result of new construction
- 3) construction workers will park off-site of the construction area
- 4) parking coupon booklets are available ,selling for \$ 20.00 (In January, staff members had asked about some type of discount booklet of parking coupons for people who only drive periodically –similar to Bi-State’s bus tickets with a discount for buying the booklet rather than paying each day)
- 5) Parking Services can not issue multiple cards and hangtags with the same code to carpoolers
- 6) policy for withdrawal from the Parking Program was approved by the PCC, with a provision for an appeal for waiving the reinstatement fee if extenuating circumstances are present

Open Staff Meetings in April and October had large numbers of persons in attendance,indicator of the frustration and anxiety being felt on campus with the issue of tuition remission to a large degree and the issue of parking to a lesser degree. With the number present approaching 40 at both meetings, the Open Forum part of the meeting served to help those in attendance better understand what was going on. As a person at the upper levels in University administration, Kathy Hagedorn was able to give factual and realistic answers to questions from staff- a source of comfort and honesty at a difficult time. At the April meeting, Kathy said that the University is meeting its budget but is looking for the best ways to fund strategic issues so they are trying to reconfigure how money is spent – there is no need for concern. Concerning tuition remission, she said people need to respect the guidelines and can still take 2 courses per semester in Evening Division. She recommended everyone look to Grand Connections for updates. At the October meeting, she said changes in tuition remission will limit the number of courses that can be taken at any given time but the limits are very liberal.

At both meetings, a brief history of the development of SAC and SAC’s relationship to the HR Board were presented.Marcia Deering reported on the Publicity Committee,Suzie Poole on the SLU Stars Committee, Lisa Walls on the Frost Campus Security Committee,Betty Andrews on the Busch Memorial Center Advisory Committee in October in Ron Pointer’s absence.It was announced in April the old parking committee has dissolved with 3 persons now handling ticket appeals. Two new garages will be built, one on the east side of Frost Campus and one at Health Sciences Center.In October this information was updated to the Frost Campus garage location probably on Lindell east for Parks College (who bring an additional 400 people to campus). Also in October, Betty reported that Chuck Smith chairs the Parking Planning Committee, the group that brings forward changes or modifications to the parking policy and procedures which are then approved by the PCC.

In January, Bob Serben reported that recent HSC Training Needs Assessment indicated the greatest needs to be computer training and setting and evaluating performance standards. The policy on staff reductions has been reviewed by HR Board and the PCC. In February, a staff member reported that the Faculty/Staff Telephone Directory includes the Faculty Senate but not SAC. After clarifying that the Faculty Senate is a governing body that makes decisions whereas SAC serves in an advisory capacity, Bobbi Counts recommended that a special SAC section get added to the Staff Handbook. Suzie Poole suggested an information sheet to the staff orientation packets. In October, Benefits reported there was a change in providers to CMR which is a division of GHP. Some physicians chose not to register with CMR causing some employees to change physicians. There was a discussion on the necessity of using the Social Security number as the identification number for health care.

Restructuring of Human Resources in February resulted in centralizing HR with Kathy Hagedorn in charge of all the Human Resources for the University. She will now review applications for new positions. In her desire to increase staff input at higher level committees, Kathy asked for and had approved her recommendation that the past chairperson of SAC become a member of the Human Resources Committee of the Board of Trustees. Lisa Walls in May became the first SAC representative to the committee. At the May 8th General Meeting, Kathy announced that the proposal in early April to convert the University payroll to the SLU Care payroll was approved by the PCC, Dr. Breslin and Fr. Biondi. The change won't affect non-exempt (hourly) employees who will continue to receive bi-weekly checks. Exempt (salaried) employees will receive a bi-weekly paycheck on July 5th and will start receiving monthly paychecks on July 30th. There will be automated transfer of payroll records from time keepers to the Payroll Office- a change for salaried persons.

In April, Kathy Hagedorn was selected as a SLU Star. She was praised as working with staff over the past three years to form a staff council. She was also praised as demonstrating the Ignatian ideal of cura personalis by listening to staff concerns, valuing each individual staff member and acting to facilitate changes that benefit staff. The award noted that she works with the formally recognized Staff Advisory Committee, a sub-committee of the Human Resources Board, and was instrumental in achieving this formal recognition.

At the first meeting of the Public Safety Committee in May, Jack Titone gave an overview of Public Safety's strides in promoting community-based security and reported that a campus wide installation of the swipe card system is cost prohibitive at this time (\$4-\$5 million) but will be installed in the new buildings. The committee meets the second Friday of each month and has 9 members. In September, the committee changed its name to the Security Advisory Committee and is creating a mission statement.

A study in 1989 concluded that it would be impossible to do affordable, on-site child care in a cost-effective way. Childgarden affiliation was established to include a discount to SLU employees. Kathy reported that SLU is a member of the Child Care

Association of Saint Louis. A committee has been established to study the possibility of an on-site child care facility. By year's end, discussion of the name change to deal with more issues – change from Child Care Committee .

Mary Bruemmer, the new chairperson of the Busch Memorial Center Advisory Board, sent a letter in May reporting that BMC is in the process of planning for major renovations, upgrades and improvements. She requested the Staff Council to renew the appointment of Ron Pointer to the Board for a 2 year term. He has been an active member on the Board for the past several years. At the June 5th meeting, the group felt that the staff representative to the committee should be a member of SAC so an open dialogue could be maintained between the BMC Board and SAC. Appointed in July, Ron informed the group that discussion is centering on remodeling the lower level and adding mail services for students.

A Brainstorming Session was led by Pat Quick of the SLU Training and Development Division at the conclusion of the September 4th General Meeting. The purpose was to explore future directions for SAC. Questions were asked on defining the mission , what the group would like to keep doing, what new things the group would like to start doing and what the group would like to stop doing. Topics from the session were to be discussed at the November meeting.

There was in July a discussion that the Secretary position would give the Chair-Elect more freedom to function in a leadership capacity. A job description was written up and in September, Joyce Huelsmann was selected as the SAC Secretary.

In March, Sandra Norman resigned as the chair of SLU Stars with the new chair Suzie Poole. In April, Patrick McCarthy of Pius Library was honored as a SLU Star. In July, the Charter members of SAC were honored as SLU Stars: Betty Andrews, Dinorah Bommarito, Lynn Chase, LaDonna Davis, Myrtle Davis, Marcia Deering, Shirley Fortman, Gigi Henson, Joyce Huelsmann, Sandra Norman, Suzie Poole and Lisa Walls.

The first ever SLU Expo was held on October 17 at the Margaret McCormick Doisy Learning Resources Center on the HSC campus. To publicize the SLU Stars Program, candies in the shape of stars were in the candy bowls on the SAC covered skirted table.

Property that would become the Bannister House faculty/staff/alumni club was purchased by Saint Louis University on December 31. Bannister House opened for business on February 16, 1998, becoming a popular dining/meeting place for individuals and groups .

University President Lawrence Biondi S.J. in February designed a new University logo , a stylized fleur-de-lis containing artistic elements unique to the University and its Catholic, Jesuit heritage. The logo does not replace the University seal.