

Staff

Advisory

Committee

Yearly

Report

for

1997

Staff Advisory Committee
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Three rules of work:

- 1) Out of clutter, find simplicity
 - 2) From discord, find harmony
 - 3) In the middle of difficulty, lies opportunity
- Albert Einstein
1879-1955

A Winter Storm Policy was issued in November, following up on discussion over the course of the year on the University's decision to open on January 15. 2 ad hoc committees were formed this year. SAC Chair Betty Andrews in mid- January requested a focus group to discuss Marriott Food Service concerns. A Special SLU Star Award in August at the Feast of St. Louis was presented to Fr. Lawrence Biondi, S.J. in recognition of his 10 years as the President of Saint Louis University. Three persons who would later serve as the Chair of SAC joined this year: Sandy Pritt in September, Gwenn Asher and Debbie Farmer in October. Lot of SAC activity in October: 1) General Meeting in Xavier Hall, 2) Fall Open meeting in the new Parks College - McDonnell Douglas Building, and the first ever SAC retreat at Linda Mahn's home with lunch afterward at the Old House Restaurant in Kimmswick. SAC gave a statement of support for the Hospital Sale at the December Public Hearing called by the Missouri Attorney General Jay Nixon. A Taskforce chaired by Marcia Deering was formed to develop a Faculty/Staff Club.

Saint Louisans awoke the morning of Wednesday, January 15 to extremely cold temperatures with the streets and sidewalks covered in 2 inches of solid ice. The ice combining with the bitterly cold temperatures would make for a brutal winter day. Operating until 2 pm, the University's decision to open was discussed at the February 6 General meeting with everyone in agreement it was not a good decision and much discussion on the requirement to use a vacation day for those who did not report for work. Those present felt sidewalks and parking lots on University property should have been cleared to ensure personal safety. After discussion by the ad hoc committee over the year on cancellation of classes in adverse weather and connecting faculty and staff to the mission of the University, a Winter Storm Policy was issued to the University community on November 13 by Chuck Smith, Associate VP Facilities Services and John Kerr, Associate VP Public Relations.

The Charter Committee worked on revisions to the Charter and ByLaws this year, seeking to find a format that makes it easier to make revisions. The Executive Committee (renamed the Executive Board as of July) requested input on whether subcommittee chairs should have Executive Committee status and whether SAC members should be required to belong to at least one subcommittee. The Executive Board in September had the main goal of increasing membership in SAC and empowering subcommittees to accomplish action steps.

Publicity for the SAC activities greatly increased in May when Lisa Hibbard Boero, Chair of the Communications subcommittee, put the listing of the committees and the committee members on the web. With the primary purpose of stimulating 2 way communication between SAC and the staff at SLU, by June the web page was up and running. Becky Redd and Marie Fullerton were announced as the co-chairs of the Committee in July after Lisa made known her decision to leave SLU in August to attend law school at Washington University. Steve Baker in April had publicized the Open Meeting on VAX.

In February, John Kysar the Director of Benefits, announced an early retirement plan would soon be available to employees aged 62 or older with at least 10 years of service by July 1. SLU will pay half the employees' annual salary plus one percent for each year of service (up to 30 years). Eligible employees will be informed after March 1 with a window of decision by mid-April. The age 62 total benefit is based upon the University contribution plus 80% of Social Security allowed for early retirement at age 62.

John Kysar announced in April that changes to the Tuition Remission Plan have been reviewed and approved by the PCC. One change not previously discussed has been approved: the 6 month waiting period for new employees to be eligible for the plan has been eliminated. The plan has the provision that requires those applying for tuition remission to also apply for grants which, if obtained, will be used to offset the amount of tuition remission. Staff members are required to fill out and submit the FAFSA form.

SAC Chair Betty Andrews in mid-January requested a focus group consisting of the management of Marriott and members of SAC, the 3 aims to learn the Marriott perspective, to discuss food service concerns and to work toward ways to improve service. Concerns had been expressed about cafeteria and catering services, shortening of Busch Center Marketplace hours and places for an evening meal on campus. After the Marriott situation was discussed at the April SAC meeting, Betty wrote a letter on April 8 to Roberta DeFiore in Student Development who had coordinated the March 10 meeting on Marriott concerns. She stated in the letter that SAC was in agreement that services were markedly improved, praised Paula Erney the new Catering Manager and made the suggestion to install signs in the Marketplace to identify the lines for food.

At the April General Meeting, there was discussion on planning something special for the Parks Staff when they came to Frost in the fall – the goal to ease their transition and to extend SAC hospitality. An ad hoc committee was formed and in July the welcome activities started. About 23 persons from Parks College (now the Parks College of Engineering and Aviation) moved into the new Parks building, the McDonnell Douglas Hall. Personalized welcome cards on balloons were delivered July 18, 21 and 22. A dessert reception was held on July 23 and a Lunch with Larry King of Public Safety on August 12. The Welcome Committee had their work well received.

Staff members from the Parks College Cafeteria came to Pius Library in the summer of 1992 to help relocate the formerly alphabetically classified bound periodicals

from Divinity to all levels of Pius and Lewis Annex with the new Library of Congress call numbers. In a memo dated January 29, 1991, Library Director Dr. Frances Benham stated that the decision had been made to utilize the Library of Congress classification for all the collections with the exception of federal depository items. By the time the Parks Staff left in the summer of 1997, they had helped the Pius Shelving Staff in every way possible to achieve yearly goals and objectives. In May of 1997, the 200,000 books and periodicals in the Parks College Library were boxed and shipped to Pius. The Parks Staff in the summer of 1997 helped in the monumental task of interfiling the Parks material with the existing books and periodicals on all levels of Pius and Lewis Annex. On August 19, their last day to work, a beautiful farewell reception was held in the Knights Room at Pius for the hardworking and dedicated Parks Staff members who had given such excellent service – Ronald Lincoln, David Ridgeway, Virginia Flynn and Paula Dalton.

The new Frost parking garage and a Faculty/Staff Club raised the issues of parking and shuttle bus service. Chris Regan, Director of Parking and Card Services, came to the March General Meeting to distribute copies of Parking Policies and Procedures and to give the plans and contingencies for parking while the new garage is being built. She came again in July to urge people to carpool and to inform SAC the garage as of August will have 400 spaces. Kathy Hagedorn brought up the shuttle bus issue (service to the new Parks building, improved service between Frost and HSC) at the September PCC meeting. Fr. Biondi asked for and received quick action with new routes set up. SAC members in November and December voiced the hope that shuttle bus service would be timely and efficient so use could be made of the Faculty/Staff Club which is to be located at the far end of campus near Vandeventer.

A more complete and more easily updated Staff Handbook was distributed July 1 with a signature page at the back to confirm receipt. In March, 4 SAC members served on the review committee. Also in March, the University Policies and Procedures Manual was available on the Frost campus (lobby of Fitzgerald Hall) and on the HSC campus (front area of Human Resources). Distribution of the Staff Reduction Policy in January led to questions at the February General Meeting about staff layoffs. Kathy Hagedorn stated that staff reduction should occur through retirement, attrition, and not filling some positions once vacated. She was thanked in July for bringing Bobbi Counts to the June meeting to discuss new job changes. Mike Memos, Director of Employee Relations, sent letters to HR Board members in May on policy revisions concerning Corrective Counseling, Grievance, Substance Abuse and Staff Vacation. He responded to questions at the SAC October Open meeting and the November General meeting. Last year 319 positions were filled on Frost campus. With 40% of all open positions filled with internal candidates, last year the number was 138 with 14 filled by SLU Temps. SLU Temps saved the University \$300,000 this year and is a good source of candidates.

In March, Chair Betty Andrews was asked by Mike Memos to nominate a person from SAC to be on the search committee for the new Director of Diversity and Affirmative Action. Becky Redd of the Dept. of Surgery was chosen to serve on the

committee chaired by Dr. Denise Chachere.

An outside consultant, Dr. Suzy Chan, was recommended by Dr. Breslin to assess the status of Information Technology at SLU. She reported in September that the infrastructure was weak, leading ITS to ask departments the computers used, software they have and what is needed-the data to be used to recommend standards.

Recognition of Fr. Biondi's 10 years as the President of Saint Louis University in the form of a special SLU Star was discussed at the May Meeting. An ad hoc committee was formed with Human Resources to assist with a gift to be given at the Feast of Saint Louis, working with Public Relations to plan the timing. On August 8, Chair Lynn Chase read the SAC resolution which awarded Fr. Biondi an honorary SLU Star and presented him with the Dillard's gift of a Mikasa crystal clock shaped like a star. The clock went on display in his office in DuBourg Hall.

On October 4, SLU announced the letter of commitment to sell the Hospital to Tenet Healthcare Corp. was signed after an unanimous vote of approval from the Board of Trustees. A public hearing on the proposed sale to Tenet, the #2 health care company in the United States, was held on December 17 in the main auditorium at Harris Stowe State College. The hearing was called by the Missouri Attorney General Jay Nixon who has oversight of the deal because it involves the sale of a nonprofit asset to a for profit company. Tenet has made the offer of \$309.2 million which includes the hospital plus an occupational medicine company. Kathy Hagedorn gave SAC approval to register with the Attorney General to make a statement at the hearing. The SAC Chair Lynn Chase communicated the staff voice and endorsed the sale.

The possibility of a Faculty/Staff Club became more and more of a reality when a Taskforce was created in October with activity to be coordinated by Mark Barry, the Business Manager in Student Development. Marcia Deering was announced as the Chair of the Taskforce in November. With art work hung in November and a chef hired in December, a dining club for faculty and staff members at SLU is almost a reality.

SAC members took time out in 1997 to enjoy and to celebrate. April elections resulted in Chair Elect Linda Mahn and Secretary Marcia Deering. Open meetings had 28 persons in April and 43 persons in October. In June, a potluck luncheon celebrated the graduations of Sandra Voss and Marcia Deering and the marriage of Jeff Henson. In August, Lisa Walls made the decision to stay home full time with her new daughter. Gerri Lashley will now become the Chair of the Family Issues Committee (changed in February from the Child Care Committee). The first ever SAC retreat was October 11 at Linda Mahn's home with SAC Chair Lynn Chase and Past Chair Betty Andrews leading discussions.