Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from anonymous

“Be an Encourager. The world has plenty of critics already.”

Minutes: Minutes from the May 13, 2021, meeting were approved.

Monthly Spotlight 1: Amber Johnson, Associate Provost, Major DEI Initiatives and Opportunities

- Interim Vice President for Diversity and Community Engagement
- Requested SAC member representation on the DEI committee
- Diversity and Community Engagement AY22 Priorities
  - Unify, Heal and Expand the Team
    - Developed new org chart
    - Discussed new hires and open positions
  - Rename the Division
    - Proposed new name – Division of Diversity and Innovative Community Engagement
    - No longer an office, we’re a division now
    - Acronym is DICE – Come roll with us!
- Mobile medicine van
  - Define Inclusive Excellence at SLU that is mission driven, innovative, and cutting edge
    - 1st charge - Create unified definitions that are shared across the university
    - Diversity
      - Shift away from data
      - Focus on structural and cultural transformation
    - Equity
      - Cannot be about outcomes
      - Needs to be about process
      - Needs to be humanized
    - Radical Inclusion
      - People need to feel valued and included from idea to implementation to assessment
    - Accessibility
      - Has to be universal
      - Everyone benefits from accessibility
    - Community
      - Define stakeholders and their relationship
    - Community engagement
      - Should benefit the community more than harm them, and community should benefit more than the institution
      - Not about service or charity but rather working with communities for sustainable change to benefit all
    - A big issue at SLU is that we don’t talk across silos
  - DINO force: DEI specialists across the university
    - Collaborative and universal definitions, charges, & priorities
    - Continued understanding of issues and successes across the entire campus
    - Strength in numbers
    - Inclusive of faculty, staff, students, and administrators from every unit
      - This needs to include Facilities and DPS
    - This is the team that will define Inclusive Excellence at SLU that is mission driven, innovative, and cutting edge
  - Training across campus
    - New definitions
    - Enhanced DEI training for new hires
    - Training around critical language for job postings and hiring committees
    - Working with HR to development training modules and practices that reflect inclusive excellence
  - The Good Neighbor Initiative
    - The Collaborative Cookout
    - Clay Elementary Community Resource Hub (Hyde Park)
      - to deliver healthcare, art, food growing, etc.
      - canvassing the community to find out what THEY need
    - Campus Kitchen & Center for Service & Community Engagement
    - CASA Belize
      - Halted during Covid
The Slavery, History, Memory, & Reconciliation Project
- Halted during Covid

The 50/50 plan

Student relationship building and accomplice-ships
- What does it look like to be a good neighbor to our students?
- What are we doing BEFORE the students come to us with our demands? Listening?

In 5 years to be named a University of Inclusive Excellence by the AJCU
- THE BAR IS PRETTY
- But we’re also pretty awesome

Belize
- going to Belize and develop partnerships with Belize citizens and the Jesuits
- Looking to make this a bridge program
- Covid halted this
- The brochures are in Verhaegen Hall
  - Looking for representatives
  - All committee meetings will be open to the community and will be published in Newslink

**Monthly Spotlight 2:** Emily Boyd, President, SLU Women’s Commission
- Has been involved in the Women’s Commission for six years, president last year and this year
- Serves to promote the interests and concerns of women at the University
- Educate, enrich, and empower the women of SLU
- Engage campus
  - Sponsored programs and events
  - Host virtual events for support and elevate women’s issues
  - Communicate information about opportunities for women
  - Connect women to opportunities to foster their personal and professional growth
  - Recognizing the outstanding contributions of women at the university
  - All women are considered members even if they are not active
    - Have about 30 active members
- Excited about having a mix of virtual and in-person events
- Sister Shirley Komen memorial grant
  - Open to faculty, staff, and students
  - Interested in funding projects and programs
  - Individual leadership development components
  - Virtual auction at the end of September
    - All proceeds will benefit the Sister Shirley Kolmer Memorial Grant
    - Will feature SLU alum and small community businesses
- New groups centered around students
  - New leadership program
  - Women Empowered
  - Connects students to women at SLU and the alumni community
  - Can join via SLU Connections through mySLU.edu/Tools or [https://sluconnections.slu.edu/](https://sluconnections.slu.edu/)
- How to get involved
  - Join a committee
  - Usually have 13-14 members on the exec board
  - The subcommittees usually have 3-4 members, examples below
    - Endowment
• Awards
• Programming
• Grants management
  o Look for our annual programs in listserv and Newslink
    ▪ Host approx. 4 programs a year
  o Apply for a grant or nominate a woman leader
    ▪ Apply in the spring, luncheon at the end of the year
• Feel free to email wc@slu.edu with any questions

Monthly Spotlight 3: Steve Tinge, Toast of SLU
• [https://toastofslu.toastmastersclubs.org/](https://toastofslu.toastmastersclubs.org/)
• #1 fear is public speaking
• What is a Toastmaster?
  o Involves leadership, not just giving toasts at special occasions
  o They are in charge of the event ranging from speaking & presenting, to organizing the meeting and managing the flow of the meeting
• What is Toast of SLU?
  o Founded in 2013
  o A friendly and supportive place to develop
    ▪ Communication skills
    ▪ Leadership skills
  o A Chapter of Toastmasters International
    ▪ Access to their resources
    ▪ Where Leaders are Made
  o Open to anyone who wants to join – not restricted to only staff/employees
  o Meetings 2nd and 4th Thursdays each month
    ▪ 6-7 via Zoom
  o Members give speeches, take on leadership roles in meetings, and offer constructive feedback
  o Table Topics
    ▪ Members have a chance to respond to random questions during a short period of time
  o Members network and learn about components of communication
    ▪ Grammar
    ▪ Body language
    ▪ Facing your fears
  o Participants will learn
    ▪ Conduct effective meetings
    ▪ Practice time management
    ▪ Enhance their listening skills
    ▪ Sharpen their presentation skills
    ▪ Boost team collaboration
    ▪ Guide successful teams
    ▪ Take and implement feedback
• How might I grow in Toast of SLU?
  o Improve public speaking skills
  o Practice writing speeches and presenting in a group setting
  o Build leadership skills
  o Gain a competitive advantage in the workplace
  o Networking opportunities in a small and supportive environment
  o Build self-confidence and self-awareness
  o Allows for unlimited personal growth
• Ability to maximize your potential

Why should I join Toast of SLU?
• Build relationships
  ▪ Relationships depend on communication
  ▪ Toastmasters provides tools for developing communication skills
  ▪ Provides safe place to practice your listening and responding skills
• Develop Leadership Skills
  ▪ Leadership is dependent on effective communication
  ▪ Toastmasters provides tools for developing leadership skills
• Improve time management
  ▪ Provides environment to develop time management skills
  ▪ Provides development and planning opportunities

How do I join Toast of SLU?
• Visit our next meeting August 26th @6pm on Zoom
• Toastmasters International dues are only $7.50 per month ($45 per 6 months)
• Toast of SLU is open to anyone who wants to join
  ▪ Email steve.tinge@slu.edu for more information
• Learn more at http://toastofslu.toastmastersclubs.org

Right now we have a dozen members with new members replenishing those that leave frequently

Monthly Spotlight 4: Rhonda Arl, Internal Job Opportunities
• See provided pdf job aid “Your-Career Find-Apply-for-Jobs-Internal”
• Provided tutorial to find the job aid and then find and apply for jobs
  o Go to the Workday application in mySLU.edu/Tools
  o Enter the Job Aid Library
  o Ctrl+F for Workday – works on any Workday page
  o Search for Career – will provide all returns for Career job aids
  o Choose Talent and Performance icon
  o Find Jobs at SLU
  o Then set a job alert to match your search terms
  o Review of how to filter job search
  o Review of the internal job posting parts
    ▪ If a compensation grade is missing, HR can let you know what it is
    ▪ Check the supervisory org information
  o Review of how to apply and the parts on the page
  o It takes less than a minute to apply for an internal job
  o Reviewed how to check on the status of an application
  o All current employees including student workers and faculty must apply internally because they have an active employee profile with SLU
  o Sometimes HR will post internally first and leave it internally first before posting it externally

Announcements:
• 2021 Joyce Huelsmann Award Winner – Kathryn (Kat) Dortch
  o Completed service initiatives at Saint Louis University such as 9/11 Day, serving meals to students in quarantine, and volunteering for Campus Kitchen and Gateway Greening
  o Member of Saint Louis University’s Development Division Stewardship Committee, Women’s Commission, and Staff Advisory Committee
- Advisory Board Member of Billiken Bounty
- Volunteered in outside activities
- Vitality Program to sunset on September 30, 2021
  - Use bucks by 9/30 and the gym rebate by 9/15
- Next month we’ll have an update on the wellness initiative at SLU
- HR bulletin – tuition exchange and FACHEX process is open and the deadline is 10/1
- Skillsoft features stress management, look for it in the HR bulletin
- SAC Treasurer Kathy Barbeau left the University for Las Vegas and Rhonda Arl has agreed to replace her as Treasurer on the SAC executive board this academic year

Next Meeting:
Thursday, September 16, 2021
Zoom 12:00 – 1:15 PM

Scheduled guests
Mickey Luna – Remote Work Policy

Adjournment: Sue Stevens at 12:52 P.M.
Staff Advisory Committees and Representatives – 2021 - 2022

- **Staff Advisory Executive Committee**
  - Chair – Sue Stevens
  - Chair Elect – Judi Buncher
  - Recording Secretary – Kristin Hrasky
  - Corresponding Secretary – Patricia McQueen
  - Membership Coordinator – Rachel Young
  - Treasurer – Rhonda Arl

- **Staff Advisory Sub-Committees**
  - By-Laws Committee – Sue Stevens
  - Service/Events Committee
    - Food Truck Rally – Stacy Mack

- **University Committees**
  - Campus Recreation Advisory Committee – Robert Pampel
  - HLC Re-Accreditation Steering Committee – Rachel Young
  - Honorary Degrees & Special Recognition Committee – vacant
  - Medical Ad Hoc – Sue Stevens
  - Operational Excellence – Project Review Committee – Alexis Bruce-Staudt
  - Policy Review Committee – Missi White-Luster
  - Parking Issues – Matt Campbell
  - President’s Diversity Council – Pamela Jackson
  - Speech, Expression and Civil Discourse Committee – Anne Imlay, Bob McNair
  - Tobacco Free Workforce – Ellen Weis
  - University Leadership Council – Sue Stevens

- **Board of Trustee Committees**
  - Academic Affairs – Sharon Spicer
  - Business & Administration – Sue Stevens
  - Development – Kristin Hrasky
  - Marketing and Branding – Patricia McQueen
  - Mission and Identity – Christine Luebbert
Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from Oscar Wilde.

“Experience is the hardest kind of teacher. It gives you the test first and the lesson afterward.”
Minutes: Minutes from the August 19, 2021, meeting were approved.

Monthly Spotlight 1: Mickey Luna, Vice President, Human Resources

“Flexible Work Arrangements - Update”

- Announced in June an intention to develop an interim policy for flexible work
  - Began gathering information in February
  - Met with constituencies
  - Used feedback to begin crafting the interim policy
- Things we have learned
  - Faculty, staff, and most students have reaffirmed the shared value of in-person interaction, relationship, and community
  - There is a difference between keeping things running and fully living our value of shared community
  - For certain staff positions, some amount of well-planned remote work or work schedule flexibility, can enhance efficiency and provide greater employee flexibility and job satisfaction – without sacrificing equity or commitment to our mission.
- Policy Goal
  - Balance three main priorities
    - Our shared value of in-person interaction, relationship building, and community
    - Our need to attract and retain high-quality talented individuals
    - Our need to ensure equity and fairness as fundamental aspects of our approach to flexible work arrangements
- Key Concepts
  - Not every role lends itself to remote work or flexible schedule
  - Heavy prioritization to make sure that the needs of our students, patients, and colleagues are met when considering flexible working arrangements
  - A process will be established to consider flexible work requests, but considerations will not only be around whether the role can be done remotely, but how that will impact students, patients, and the work of our colleagues
  - We will spend the next several months with an interim policy which will help us determine if we can continue this practice going forward – it will be critical for everyone to work together to make sure it is successful.
- Next steps
  - Finalize and get approval for interim policy (hopefully in the next few weeks)
  - Train supervisors and leaders on the policy and how we implement flexible work arrangements
  - Allow consideration of flexible work arrangement requests
  - Continued development for supervisors on leading employees in flexible work arrangements over the course of the next several months
- Questions:
  - Who will determine whether or not a role lends itself to remote work or flexible schedule?
    - Those decisions will be approved by the VP or Dean and the supervisor of the role will also have input.
    - There could be positions with similar titles across the university that...
have very different job duties so their leaders may determine different

- Why are staff being required to be back daily but faculty are not?
  - There is a process for faculty to apply for exemptions to teach remotely.
  - There is a desire for consistency, but different roles have different responsibilities
  - There is a desire for us to be here for our students
  - This is based on our roles which all have different requirements

- Will work from home time be captured in Workday?
  - Yes, continue to report your time worked on your timesheet
  - No, Workday does not differentiate between onsite and remote hours
  - Important that there is no decline in the service we provide to one another.

- Who makes up the committee putting the policy together?
  - HR has taken the lead on crafting the policy
  - There has been substantial input and feedback from other constituents from across campus

- Where is the report that says students want staff on campus?
  - No report, study, or focus group that supports this
  - Sue Stevens recalls the Student President told ULC that the students wanted staff back on campus
  - VP Luna says the students value having the staff here

- Will this policy for all employees or only staff?
  - The policy being developed is for only staff.

- Since there has been a delay for getting this policy in place, why hasn’t there been a temporary policy?
  - This is the temporary policy.
  - We want this to be successful so that it can lead to a more permanent policy

- There is some flexible/remote work currently being performed due to space needs as departments have moved around campus and there is not a footprint on campus to accommodate them.

- Flexible/Remote work arrangements could be requested by the employee or the employer

- Bargaining units are excluded from the interim policy

- Will there be a move to create positions that are 100% remote where it makes sense?
  - Yes, but this would not be a regular occurrence and based on the institutional need

- What would we do if our request for flexible/remote work is denied by our supervisor?
  - It’s likely there will not be an appeal process for decisions

- Biometric Screenings
  - Reinstating the biometric screening for FY22 and it is required for the wellness premium discount.
  - Please see previous emails from SLU which describe how to register and schedule your screening
  - Additional appointments to be available in mid-November
  - Appointments at Quest Diagnostics are flexible and more conveniently located
• Quest Diagnostics will send the screening instance to SLU so the employees receive credits
• Open Enrollment – Wednesday, October 20 – November 5th
  o Look for more communication in the coming weeks
• Flu Shots
  o Employee Health is coordinating the flu vaccination clinics in September and October
  o Can go to other clinics, but CVS is no longer an approved vaccine provided through United Health Care.
  o You do not need to wait for announcement. You can go to a clinic today for your flu shot
  o Flu vaccine is optional except for those in a healthcare setting
• Care.com Benefits
  o family benefits for our employees
  o $39/month value
  o Ten backup care days at a subsidized rate
  o Help find and locate providers
  o Working to eliminate copays in October
  o Master’s level social workers for elder care

**Monthly Spotlight 2:** Fr. David Suwalsky, SJ, Vice President, Mission and Identity

• “Ignatian Year”
  o Began in May 2021 and goes through July 21, 2022
  o Programming available for the university community to learn more about this 500 year tradition
  o The Ignatian year began on the 500th anniversary of when St. Ignatius was wounded in Pamplona by a cannonball
  o Stop by our office to pick up your commemorative cannonball – 2nd floor of DuBourg
  o First Fridays in the Ballroom at College Church (but not always every first Friday)
  o Universal Apostolic Preferences of the Society of Jesus
    • Mission and Identity Fall Lecture Series
    • [https://www.jesuitscentralssouthern.org/spirituality/ois/](https://www.jesuitscentralssouthern.org/spirituality/ois/)
    • For more information contact: [jesuitmission@slu.edu](mailto:jesuitmission@slu.edu)
      • Deepening engagement with Ignatian spirituality and opportunities to experience spiritual exercises
        o 12/3: Fr. Hung Pham, SJ
      • Work with the poor and those on the margins, those that the world does not pay attention to
        o 11/19: Diego Abenta, Director of Casa de Salud
      • The education of youth
        o 10/15: Dan Finucane, PhD
      • Care for our common home
        o 9/3: Terri Rebmann, MD
  o Began panel conversations for what the Ignatian year means
  o Will begin adding signage and promotional items
  o White House retreat in South Country
  o Hopeful to add something (perhaps a large mass) at the shrine of St. Josephs downtown
  o Pay attention to Newslink and other announcements for other upcoming
events, virtual and in-person
  o Reminder to care and be present for one another, especially in light of the tragedy on Saturday. It's important for our community to be together and take care of one another.

**Update:**

**Kristin Hrasky, Vitality & Wellness Program SAC representative**
- Reminder – Sunset of the Vitality program – Sept 30
- Last day to submit for the gym rebate was Sept 15, but you can always submit late in the hopes they have time to process it
- Reviewed the Wellbeing Committee creation and our charges
  o Reviewed the data from the wellbeing survey
  o Reviewed potential vendors
  o Send questions to benefits@slu.edu or to one of the committee members
  o The committee has submitted recommendations to SLU but adoption has not been announced yet
  o Future updates will come from HR on the launch of the new program when it is adopted.
- Many respondents to the Wellbeing Survey indicated the gym rebate is important to them, so it is under consideration. There is no word yet if that will be part of the adopted wellness program that will launch next year.

**Announcements:**

- **Women’s Commission Virtual Auction** – Open until Friday, September 17th, at 5:00 p.m. [https://e.givesmart.com/s/tmPR9nAndff/e/nsO/](https://e.givesmart.com/s/tmPR9nAndff/e/nsO/)

**Benefits Open Enrollment begins October 20, 2021**

**HR Bulletin**
- TIAA webinars
- Business manager training
- Biometric Screening
- Skill soft training – Sharpening your Focus to stay on track

**Next Meeting:**
Thursday, October 21, 2021
Zoom 12:00 – 1:15 PM

**Scheduled guests**
Mickey Luna – Open Enrollment

**Adjournment:** Sue Stevens at 12:48 P.M.
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  - Business & Administration – Sue Stevens
  - Development – Kristin Hrasky
  - Marketing and Branding – Patricia McQueen
  - Mission and Identity – Christine Luebbert
Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from Maya Angelou.

“If you must look back, do so forgivingly. If you must look forward, do so prayerfully. However, the wisest think you can do is be present in the present.... Gratefully.”

Minutes: Minutes from the September 16, 2021, meeting were approved.
Monthly Spotlight 1: Mickey Luna, Vice President, Human Resources

Open Enrollment. Benefits Update

- 2022 Healthcare Benefits
  - Medical and Prescription Drug Costs
  - Healthcare costs continue to trend up 5-7% annually due to rising costs, COVID-19, etc.
  - Delayed costs to add up to 3% of costs in 2022
  - SLU projects to spend $28.4M on healthcare in 2021, 1.2% more than projected
- SLU continues to evaluate all possible opportunities to offset rising healthcare costs while continuing to offer comprehensive benefits. Several strategies were discussed with the Medical Ad Hoc Committee including plan design changes, increased employee contributions and new pharmacy cost-containment programs. Committee feedback included:
  - Focus costs sharing based on utilization as opposed to across-the-board contribution rate increases
  - Plan design adjustments to deductibles and out-of-pocket maximums should be considered against competitive benchmarks
  - Preserve Tier 1 as a cost-effective care option
  - Increases to employee contributions should be consistent with market norms
- Plan Changes Implemented for 2022
  - PlusPlan and QHDHP plan design changes to help control cost increases
  - Increases to employee premiums in both Plus and QHDHP plans, including the introduction of an additional salary band while maintaining $0 cost share for subsidy level employee only election
  - Maintenance medications being directed through Mail order and/or Walgreens and implementation of additional recommended pharmacy prior authorization and step therapy programs
- What’s staying the same?
  - Continued partnership with SLUCare/SSM Health in Tier 1 medical plans
  - No administrator, network, or carrier changes
  - Maintaining wellness discount via completion of biometric screening
  - Enrollment through Workday
  - Biometric screening required for wellness discount
- 2022 Wellness Program
  - Vitality discontinued Oct 1st
  - Wellness committee established to identify new vendor to support wellness efforts
    - Implementation of new vendor expected in FY22Q3 (Feb/March)
  - Biometric screenings as a wellness tool continuing despite termination of partnership with Vitality
    - Partnered with Quest to provide flexibility to participants in getting their biometric screenings completed
    - On-site screening options in fall 2021 were less than demand
- Reviewed Plan Design benchmarks for PPO/Medical/Rx, HDHP Medical/Rx, and 2022 Medical/Rx Rates
  - The university will split the costs SLU 75.2% / EE 24.8 %
- Pharmacy
  - United Health Care has an agreement with Walgreens to reduce cost of prescriptions,
  - Can use Express Scripts to mail maintenance medication
- Can use CVS for other prescriptions and other providers
  - Flu Shots
    - No agreement with CVS for vaccinations
    - Can utilized the flu shot clinics on campus or Walgreens, etc.
    - Check the UHC website to find a provider
  - Q&A paraphrased
    - This is a bit off topic, but it's frustrating to read a President's Message about a super successful year, better than expected, in terms of both enrollment AND the SLUCare enterprise, while at the same time hearing NOTHING about any re-consideration of reinstatement of the retirement match. 6% was decided when performance expectations were much lower than actual. Why can't our match be brought back to 10% in January?
      - Consistently/regularly evaluating the financial standing of the university to see what can be done in January
      - We need to be prudent to decide what we are doing and how quickly as higher education and healthcare continue to face difficulties
      - In 2021 we chose not to eliminate positions, so this cost has been factored into our decision
    - Do spouses need to complete the biometric screening?
      - If they are covered in your plan and you want the wellness discount to apply to them, yes
    - My maintenance meds I use Express Scripts, but the one-off meds I go to CVS.
      - That should be fine, but reach out to Benefits if you have issues.
    - I didn't receive a notification in my Workday inbox to access my elections, as the job aid said to expect. Is there an issue with this or is it just me?
      - Send an email to benefits@slu.edu raising that concern so they can get back to you.
    - When there aren't any Tier 1 providers near my home, are there any exceptions for this?
      - There aren't. Part of the reason we put providers in Tier 1 is they offer claim discounts and others do not. There are lot of tier 1 providers across the area and some people choose to travel a little bit further in order to use that discount.
    - Will the cost for the 90-day supply on prescriptions at Walgreens cost the same as the mail order through Express Scripts?
      - You can check that in the online tool
    - If I had a biometric screening from my PCP in late Aug., will I have to get another one to get the discount?
      - Need to go to have an updated biometric screening
    - What is the deadline for the biometric screening?
      - December 31
    - My husband will be joining the plan starting in Jan. Does he need to do the screening now?
      - Yes
    - Do the Flexible Spending Accounts (FSA) balances carry over from year to year, like the Health Savings Account?
      - They do not. There is a window in which you need to use the monies. You can go to their website to find out more.
      - One employee suggests the window is until March.
    - Mickey will get clarity for us
• Is HR getting the biometric screening information for the discount, or is there a way to send to HR?
  ○ If you’re getting it through, Quest, the information is submitted to HR
  ○ If you get your screening elsewhere, please email benefits@slu.edu
• Will SLU HR see the details of the biometric screening or just that we have completed it or not?
  ○ HR only sees that you completed the screening. They don’t receive the details.
• Will there be any more slots open on campus to take the BIO?
  ○ Mickey does not believe they are adding more appointments on campus.
• If we are not changing coverage, do we have to do anything in Workday?
  ○ Yes, some items need to be opted in again
    ▪ Spousal coverage affidavit
    ▪ FSA/HSA/Dependent care coverage must be selected again
• When we show up at Quest for the biometric screening, is there an upfront cost involved or do we just show our insurance card?
  ○ There should not be a cost if you register/schedule online through the link that was sent by SLU
• Cannonball Picnic
  ▪ from 11:30 a.m. to 1:30 p.m., on Friday, Oct. 29
  ▪ Must RSVP to ensure an accurate food count
• Interim Staff Flexible Work Policy implemented on October 11
  ▪ Academic Affairs has provided additional guidance
  ▪ SOM/SLUCare is developing additional guidance
  ▪ Supervisor development opportunities are being offered to support leaders as they receive and evaluate request for flexible work arrangements as well as lead teams with employees working flexible work arrangements
  ▪ We must keep in mind that while we do work here at SLU that can be done remotely, that is not always the best way to do the work we do at SLU the way we want to do it
  ▪ There will be disagreements at times between an employee and the supervisor or the leader on whether a flexible work arrangement is appropriate. Ultimate the supervisor and division /college leader will be the decisionmaker on whether a flexible work arrangement is allowable
  ▪ The current policy is an interim one. It is our hope an intent to establish a permanent policy at the conclusion of the interim period. This next several months is intended to help us determine how flexible work arrangements can work at SLU
  ▪ It will be up to all of us to make it work

**Monthly Spotlight 2: Eric Armbrecht, Program Director, President’s Office**

• Covid testing:
  ○ Health department is a way to save money instead of paying out of pocket at an urgent care for a covid test
  ○ Employee health can also provide testing
• Armbrecht reviewed the slides from the Open Enrollment Guide to compare the different plans
  ○ [https://www.slu.edu/human-resources/benefits/health-wellness/pdfs/2021_oe_guide.pdf](https://www.slu.edu/human-resources/benefits/health-wellness/pdfs/2021_oe_guide.pdf)
• Q&A paraphrased
• Having a baby- if that’s in the plan for 22 should I choose the high deductible plan?
  ○ That’s a predictable expense
• So, we are required to add our own money to the HSA monthly? Also, will the $800 that SLU gives roll over as well?
  ○ This becomes a real bank account
• I used the UHC cost estimator tool for healthcare decision making and it estimated the cost of a procedure to be $14. There was another treatment option, but I chose this one because it said the cost would be reasonable. When I got the bill, my share was almost $800. What can I do to prevent this?
  ○ Keep in mind that SLU offers a decision-making tool in open enrollment called Alex that can help you compare expected costs and determine which plan works best for you and your circumstances. We always recommend you use it if wanting to evaluate your options.
• How are the Doctor’s/Specialist Office Visits handled if there are no Co-payments under the QHDHP?
  ○ You will pay the full cost after the contracted rate
• If my spouse is covered under their own employer plan, do they need to choose FSA if I am using the FSA at SLU, or can we mix and match (they pick HSA) since we are covered under different plans?
  ○ Mickey Luna will look this up and get back to us
• Co-pay is only applicable in Tier 1
• One employee gave an example of why they were happy with a PPO because they had an unplanned expensive hospital stay that would have cost $176000 under the HD plan
• You can only contribute to an HSA if you are in an HDHP at that time.
• You can use HSA funds for yourself, your spouse, or dependent children at any time, no matter what plan is covering whom. (You also keep your HSA when changing jobs and can use it to cover COBRA)
• Can someone give an example of the co-pay versus deductible that Mickey just described?
• Seeing that you are still on the call, Mickey, just a comment - I preferred the retail for a one-month prescription because I could use the manufacturer coupon, but I cannot with a three-month supply. Just something to keep in mind for the future.
  ○ good point about using manufacturer coupons
• I plan on retiring next year. Can I still have an HSA and enroll in Medicare part B/D or a Supplement plan?
  ○ Sort of. You can use HSA funds for expenses while you are retired.... but I do not think you can use it for paying Medicare supplement premiums. I need to investigate to confirm.
• Attendees were instructed to send further questions to Mickey after the call.

Announcements:
• Benefits Open Enrollment October 20th – November 5th
• Open Enrollment Job Aid
• SAC Holiday Luncheon
• Resources: HR Bulletin
  ○ SLU Spark in Workday
  ○ Staff Interim Flexible Work Policy Webinars
  ○ Biometric Screening
○ Flu Shots
○ Skillsoft
  ○ Becoming More Professional through Business Etiquette

Next Meeting:
○ Thursday, November 18th
○ 12:00 – 1:15 pm
○ Allied Health Building, Multipurpose Room

Adjournment: Sue Stevens at 1:21 P.M.
Staff Advisory Committees and Representatives – 2021 - 2022

• **Staff Advisory Executive Committee**
  Chair – Sue Stevens
  Chair Elect – Judi Buncher
  Recording Secretary – Kristin Hrasky
  Corresponding Secretary – Patricia McQueen
  Membership Coordinator – Rachel Young
  Treasurer – Rhonda Arl

• **Staff Advisory Sub-Committees**
  By-Laws Committee – Sue Stevens
  Service/Events Committee
  - Food Truck Rally – Stacy Mack

• **University Committees**
  *Campus Recreation Advisory Committee* – Robert Pampel
  *Diversity & Community Engagement* –
  - Jennifer van Driest
  - Kat Dortch
  - Michael Augustine
  -Jonia Jones
  - Katia Goodman
  - Erica McBride
  - Shontae Williams
  - Dominic Dowdy-Windsor
  - Robert Pampel
  - Emily Wartick
  - Christopher Grabau
  - Xtina Butler
  *HLC Re-Accreditation Steering Committee* – Rachel Young
  *Honorary Degrees & Special Recognition Committee* – vacant
  *Medical Ad Hoc* – Sue Stevens
  *Operational Excellence – Project Review Committee* – Alexis Bruce-Staudt
  *Policy Review Committee* – Missi White-Luster
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• **Board of Trustee Committees**
  *Academic Affairs* – Sharon Spicer
  *Business & Administration* – Sue Stevens
  *Development* – Kristin Hrasky
  *Marketing and Branding* – Patricia McQueen
  *Mission and Identity* – Christine Luebbert
Meeting Minutes for Thursday, December 16, 2021
Zoom – 12:00-1:15 pm

Members & Guests Present:

Rhonda Arl          Susan Ganey          Courtney Neal
Sara Bauman         Jan Gannon          Lindsay Oliver
Alexis Bruce-Staudt Stacy Godlewski    Matthew Olwig
Judith Buncher      Diane Goebel        Patricia Osmack
Xtina Butler        Lynda Hetlage       Judy Pierce
Sheila Byers        Pat Hoffarth        Kalen Reichert
Maggie Callon       Kristin Hrasky      Eric Royer
Mary Cook           Anne Imlay          Kathy Schaab
Catherine Cooke     Pamela Jackson      Dawn Schwartz
Riley Coyle         Jonia Jones          Jennifer Semsar
Tabitha Crawford    Lana Kelly Hilliard Sharon Spicer
Kellie Dalton       Delia King          Steven Tinge
Hillary Daniel      Mary Kreig          Chris Tobnick
Kat Dortch          Matt Krob           Emily Valencia
Dominic Dowdy-Windsor Christine Luebbert Barb Valentine
Loretta Edwards     Mickey Luna         Jennifer van Driest
Jennifer Elwyn      Patrick Maloney     Kim Watts
Libby Gallogly      Helen McCormack     Ellen Weis
Sandy Gambill       Heidi Moore         Rachel Young

Call to Order 12:00 and Reflection: Judi Buncher called the meeting to order and as a reflection, used a quote from anonymous

Reflection: by Anonymous

“Train your mind to see good in everything. Positivity is a choice. The happiness of your life depends on the quality of your thoughts.”

Minutes: Minutes from the October 21, 2021, meeting were approved.

Monthly Spotlight 1: Kim Watts, Director, SLUCare

SLUCare Update
- Clinic Locations
  - Salus Center
    - Sleep Medicine
  - West Pavilion
    - HEM/ONC and cancer surgeries
• Center for Specialized Medicine
  ▪ Garden Level – Ophthalmology, Otolaryngology
  ▪ 1st floor – SSM Orthopedics, Neurology
  ▪ 2nd floor
    • Internal Medicine: GIM, Allergy, Infectious Disease, Pulmonology, Rheumatology, Endocrine, Geriatrics
    • FCM
    • Surgery, Non-Cancer Surgery, Neurosurgery
  ▪ 3rd floor – Dermatology, SSM transplant/hepatology clinic
• SSM St. Clare
  ▪ Ortho
  ▪ Surgery
  ▪ Colorectal Clinic
• University Towers
  ▪ Cardiology
  ▪ Family Care Medicine
  ▪ Surgery
• Monteleone Hall
  ▪ Psychology
  ▪ Neuropsychology

• Employee Access to Care
  ○ SLUCare physicians are tier 1 for our health insurance
  ○ MYCare at SLU
    ○ MYCARE IS A MEDICAL PROGRAM EXCLUSIVELY FOR THE slu FAMILY. By choosing a SLUCare Family Medicine provider for primary care, participants are entitled to cost savings and special benefits, including same day sick visits. Through MYCare, you’ll have a whole medical team working together to coordinate your care and help you live your healthiest life.
    ○ To select a family care provider, call 314-977-4440
  ○ SLUCare EXPRESS
    ○ When accidents and illnesses require the attention of a medical provider, we’ll work with you to be seen by an acute care provider either the same day or next day. When you choose SLUCare Express, you can be confident that you will receive the prompt, friendly care you deserve.
    ○ When you need us, call 314-977-1188
  ○ Same-Day, Next Day ENT Appointments
    ○ A sinus infection can come on fast, and when you’re unable to breath due to blocked passages, you want relief. SLUCare offers same day or next-day ENT appointments.
    ○ Call 314-977-6362
  ○ Patient Experience Project
  ○ Holly Adams, Consultant
  ○ Leadership Training
    ○ Clinics, PMO, SCC, HIM included
    ○ In-person and virtual sessions
    ○ Tools
  ○ Staff Education
    ○ Clinics, PMO, SCC, HIM included
- AIDET
  - Customer service skills
- Access
  - Access Workgroup
    - Part of the clinic Operations Committee
    - Focus on:
      - Provider schedule
        - Productivity
        - Availability
        - Need for additional providers?
      - No-shows
      - Appointment bumps
      - Time to first appointment
        - Cancellations
        - Arrival rates
        - Room utilization
        - Phone tree customization
      - Referral management

**Monthly Spotlight 2:** Mickey Luna, Vice President, Human Resources Office

**HR Update**
- VP Luna reviewed the recent personnel changes in Human Resources. He utilized the live organizational charts housed in Workday and discussed new faces/names and their respective roles.
  - Compensation and Benefits
  - Learning and Development
  - Payroll
  - Talent Acquisition Team of Human Resources to be reviewed at a future meeting
- Encouraged employees to use the generic HR emails for contact for proper service and tracking of requests.
  - Benefits
    - benefits@slu.edu
    - 314-977-2595
  - Payroll
    - payroll@slu.edu
  - Learning & Development
    - training@slu.edu

**Monthly Spotlight 3:** Libby Gallogly, Manager, Comp & Benefits

**Wellness Program Update**
- Recap of efforts to evaluate the prior wellness program
- Community values the gym rebate and access to Simon Rec Center
- Values the social aspect and wants to engage SLU resources
- Looking for a strong partner
- Will communicate the new partner in the first half of 2022
Monthly Spotlight 4: Patrick Maloney, Learning & Development Manager

Workday Learning

- What Workday Learning Offers
- Provide a mix of new and improved tools to enable us to better:
- Advance skills & Mobilize Careers
- Strengthen Our Connections & Shared Identity
- Increase Safety & Reduce Risk
- What remains the same
- Faculty staff and contingent workers still:
  - Access Skillsoft courses and videos
  - Browse and search for learning content
  - Enroll and drop from in-person and online course offerings
  - View your transcripts and training history
- What changes
- For faculty and staff, and contingent workers
  - Access through the new learning icon in Workday
  - New intuitive interface
  - Enhanced mobile access
  - Easier to explore and find new content
- For supervisors & business managers
  - Assign learning
  - Track training progress
- Communications, training, and support
- Communications
  - HR Bulletin
  - What’s New newsletter
  - Newslink
- Training & support
  - Demos, job aids, and videos
    - January
  - Online training and open office hours
    - February 7 – Go Live!
- Questions:
  - When does Skillsoft go away? Some departments use it for compliance training for students in the clinic.
  - No plans to sunset Skillsoft
  - Will turn off the Skillsoft button for those who don’t have a Workday account
  - How do you see the Workday leaning complementing the Mentorship feature?
    - There is a lot of interplay between the two modules
• No plans right now to pair the Mentoring and Learning components but would pair well with Skills
  ○ Are you going to relaunch the Mentorship feature (since it rolled out concurrent with the pandemic)?
    • Original plan was to use the Mentoring component in conjunction with university orientation
    • Will look at this again in the future
    • Since there is not a structured program, it isn’t useful yet
  ○ Will group training be available as it was in the past (submit a sign-in sheet to HR to receive credit)?
    • Patrick took this question back to his team and reported the following to sac@slu.edu:
      • Create a new in-person course, enroll everyone, and mark them as attended
      • Load an EIB (Workday's way of mass loading content)
      • If you have a specific training in mind, please reach out to training@slu.edu and we can further discuss which approach might make the most sense.

Announcements & Resources:
• HR Bulletin
  o W-2 Wage and Tax Statements
  o Year End Performance Reviews
  o Biometric Screening Deadline 12/31/2021
• Skillsoft
  o Take a Deep Breath and Manage Your Stress
• Dr. Pestello – Questions for the President

Next Meeting:
• Thursday, January 20, 2022
• 12:00 – 1:15 pm
• Zoom Webinar

Adjournment: Judi Buncher at 12:45 P.M.
**Staff Advisory Committees and Representatives – 2021 - 2022**

- **Staff Advisory Executive Committee**
  - Chair – Sue Stevens
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  - Corresponding Secretary – Patricia McQueen
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  - Development – Kristin Hrasky
  - Marketing and Branding – Patricia McQueen
  - Mission and Identity – Christine Luebbert
**Staff Advisory Committee**  
Saint Louis University  

**Meeting Minutes for Thursday, January 20, 2022**  
*Zoom – 12:00-1:15 pm*  

**Members & Guests Present:**

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<tr>
<th>Adrienne McCarthy</th>
<th>Jennifer Semsar</th>
<th>Matt Campbell</th>
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<td>Alexis Bruce-Staudt</td>
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<td>Beth Masters</td>
<td>Judith Pierce</td>
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<td>Karen Reyes</td>
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<td>Kasi Williamson</td>
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<td>David Suwalsky</td>
<td>Kat Dortch</td>
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<td>Krista Karwoski-Siebert</td>
<td>Sara Rae Womack</td>
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<td>Eric Miller</td>
<td>Kristin Hrasky</td>
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<td>Erin Schmidt</td>
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<td>Fred Pestello</td>
<td>Lora Mueller</td>
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<td>Ginger Adkins</td>
<td>Maisha Flannel</td>
<td>Susan Ganey</td>
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<td>Heather Brock</td>
<td>Marc Kinnear</td>
<td>Tabitha Robinson</td>
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<td>Heidi Moore</td>
<td>Mary Cook</td>
<td>Terri Rebmann</td>
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**Call to Order 12:00 and Reflection:** Sue Stevens called the meeting to order and as a reflection, used a quote from Jon Gordon.

Reflection: by Jon Gordon
“Every day focus on your purpose. Remember why you do what you do. We don’t get burned out because of what we do. We get burned out because we forget why we do it.”

**Minutes:** Minutes from the December 14, 2021, meeting were approved.

**Monthly Spotlight 1:** President Pestello’s Annual Meeting with the Staff

“Your Questions Answered”

- Opening remarks and President’s Report
  - Gratitude for staff work to keep the University running in person for the students
  - He noted that the update is the same as that given to the board of trustees and the faculty senate.
  - Updates:
    - HLC review
      - Meeting held in the fall semester
      - Review appears to have gone well
      - The initial draft has been shared with the University
      - The expectation is to be reaccredited for another 10 years
      - “The institution’s successful response to COVID-19 shows how sound planning, operational surpluses, budgeted contingencies, stable technology platforms, well-managed deferred maintenance, ongoing faculty and staff development, and the capacity to adjust to evolving external factors combine to assure success.”
    - Mission updates and various meetings
      - October meeting with our archbishop, college presidents, and their respective bishops for the HEWG of the USCCB
        - Purpose of the meeting was to discuss the shifts of the younger generation around organized religion
        - The archbishop is pleased with how SLU is living the mission
      - November trip to Washington, D.C. and to meet with our apostolic nuncio, Archbishop Kristoff Pierre
        - Very interested in what we are doing at SLU
    - Search updates
      - VP of Marketing Jeff Fowler is retiring in May
      - Search Committee will be chaired by Interim Dean LaVoie
        - First formal President’s Report
          - Purpose is to spread our good news more aggressively
          - SLU is known for being too humble
          - Reviewed PDF of the President’s Report
            - [https://www.slu.edu/about/leadership/docs/2021_presidents_report.pdf](https://www.slu.edu/about/leadership/docs/2021_presidents_report.pdf)
            - A copy will be sent to all employees
  - Questions from SAC membership
    - Attendees
      - President Pestello
      - VP & CFO David Heimburger
      - CIO Kyle Collins
      - VP David Suwalsky, SJ
- VP Mickey Luna
- VP Michael Lucido
- VP Sarah Cunningham
- Chief of Staff Matt Davis, Provost's Office
- Dr. Terri Rebmann

Some member questions were very similar in nature and were combined into the same category (i.e. questions about the retirement match or booster requirement).

Recently it has been suggested that a COVID booster should be taken to ensure our overall safety at the University. I have had both vaccines in April and May 2021, but still got COVID in August 2021. Recently I decided to wait on the booster given the high count of antibodies from my recent blood test. I also had a recent exposure to COVID, but I tested negative, so it must be working. Will you be mandating this, even if we already have the antibodies in our blood? I'm worried about the potential overload in my system which could cause me more harm than good. Why isn't the university, or anyone for that matter, taking into account natural immunity to covid? We know natural immunity covers a broader immune system response and future protection from a virus than a vaccine does, so why doesn't this count? Why are we mandating one sized fits all medicine that isn't fully approved, with safety studies ongoing? What studies support vaccinating those with natural immunity?
- President Pestello and Dr. Terri Rebmann addressed this
- SLU is requiring a booster. SLU is not accepting antibody tests at this time in lieu of the booster dose requirement. We don't have a standardized antibody test to measure natural immunity at this time. If it is developed in the future, we might consider incorporating it into our protocols. The length of time that natural immunity lasts after COVID-19 infection isn't definitively known yet. Preliminary information shows that reinfection could occur more quickly with Omicron. According to the CDC and according to our policy, you can receive a booster dose immediately after recovering from illness or after you are out of isolation.

With the ongoing rise in COVID 19 cases locally, will there be any additional safety protocols or policies regarding gatherings on campus?
- President Pestello, Dr. Terri Rebmann, & VP Sarah Cunningham addressed this
- Referred to recent University messaging
- Our goal is to expand what is available when it is safe
- New guidelines will be shared very soon

Are there any plans to re-instate staff salary increases, other than cost-of-living? When will our retirement match be restored to the full 10%?
- President Pestello & VP David Heimburger addressed
- Originally the Board did not want to increase past 6% match as of last May
- Due to our performance and our success, we argued for (and the Board agreed to) an increase up to 8% that began in January for this year
• The Board is evaluating the match against the private sector and higher education
• Heimburger gave context for how enrollment may effect the ability to turn on the match and compensation back to pre-pandemic levels

▪ Are there plans for a retirement incentive program for staff in 2022? (Voluntary Early Retirement Program)
  • President Pestello, VP David Heimburger, VP Mickey Luna addressed
  • No plans to utilize this
  • Difficult to retain and hire in some cases
  • Do not want to hurt our performance by having a gap in staffing
  • The incentive is most effective when we have too many employees and we are not in that situation, so this doesn’t make sense.
  • Discussed job market challenges and turnover
  • Implemented a flexible work arrangement policy in the interim
  • Finding a balance between being together and being flexible for remote work to help with retention
  • Discussed recruitment and employment development initiatives

▪ Do you have an update on Humphreys? Who the new owners are and when will it open?
  • President Pestello and VP Michael Lucido addressed
  • Planned opening in Spring 2022
  • Owners previously owned and managed other pubs

▪ SLU has very generous paid time off (PTO) policies for many things including vacation, illness, and the birth or adoption of a child. But when a staff member experiences the death of a family member they are only given three days to deal with this devastating and life altering event. In the spirit of SLU’s Jesuit values would the university be willing to look at changing this policy to include more paid time off?
  • VP Mickey Luna and VP David Heimburger addressed
  • SLU is continuing to evaluate PTO
  • Because of the significant amount of other types of PTO, we’ve found that most people are able to use enough of their existing PTO to take care of their needs during these tragic events.

▪ Would you consider reducing the parking charge for employees who are working on campus five days a week? Those employees working remotely do not incur the same travel and parking expenses as those who are required to work on site full time. Or as an alternative as the health insurance charges are reduced for those earning less than a set amount; perhaps the parking charges could be based on income level. Those compensated on the upper end of the pay scale would be charged more for parking than those on the lower ends.
  • VP David Heimburger and VP Michael Lucido addressed this
  • We hesitate to make this change when this is still an interim arrangement.
  • Similar to the health insurance benefit, employees below that
same threshold receives a subsidy annually toward parking or metro passes.

- As indicated on SLU’s website, the university currently uses an FY19 salary schedule. Will this schedule be updated to reflect the current market?
  - VP Mickey Luna addressed this
  - Initiating a Staff Market Compensation Study
  - Reinstated merit increases
  - Interviewing consulting firms to help with the study

- What recourse does a staff member have if the flex time request submitted to their supervisor is ignored? Not denied or accepted, just no response.
  - We did not have time to address this question during the meeting and Sue Stevens will see if we can have an answer in time for next month’s SAC meeting.

- VP Father Suwalsky gave a blessing at the end of the meeting

**Announcements & Resources:**

- HR Bulletin
  - Verify 2022 Open enrollment elections
  - HSA Contribution Limit Increases
  - Workday Learning
- Skillsoft
  - Microsoft Teams
- Fresh Gatherings is now open the Educational Union on the Med Campus. The barista is serving up drinks and there is a variety of cash and carry foods.

**Next Meeting:**
- Thursday, February 17, 2022
- 12:00 – 1:15 pm
- Zoom Webinar

**Adjournment:** Sue Stevens at 1:02 P.M.
Staff Advisory Committees and Representatives – 2021 - 2022

- **Staff Advisory Executive Committee**
  
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  *Mission and Identity* – Christine Luebbert
Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from Zig Ziglar.

“Life is an echo. What you send out comes back. What you sow you reap. What you give you get. What you see in others exists in you. Do not judge so you will not be judged. Radiate and give love and love will come back to you.”

Minutes: Minutes from the January 20, 2022, meeting were approved.

Monthly Spotlight 1:
• Snow Langford, Human Resources Associate, Benefits, “Employee Assistance Program”
  o What is EAP?
    ▪ Saint Louis University’s Employee Assistance Program provides ALL employees and their families access to professional licensed counselors on a confidential and cost-free basis for employees experiencing personal problems.
    ▪ Anyone in your household can use the services
    ▪ Resource hub of a variety of topics such as wellness, relationships,
financial, legal, work & education, etc.

- Library of on-demand webinars
- Resources to help you find counselors, lawyers, childcare, elder care and financial planners

**How to access it:**

- Visit [www.guidanceresources.com](http://www.guidanceresources.com) for more information. To register online, please use the Company ID “SLUEAP” and create your own username and password.
- You can also call 800-859-9319 to make an appointment 24/7.

**Counseling Services**

- In-person, confidential counseling through the EAP is available to all SLU employees, their family members, and members of their household:
  - Call **800-859-9319** to access these services. You’ll be connected to a master’s level EAP clinician who will help refer you to counselors who meet your needs and preferences.
  - The clinician will email you a list of counselors for your consideration.
  - Contact a counselor to set up an appointment. All counselors should be available to meet with you within five business days.
  - Schedule up to eight sessions at no cost to you. Each one-hour session can be scheduled face-to-face or via telehealth (phone or video).

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**How can managers use this resource?**

- In-person, confidential counseling through the EAP is available to all SLU employees, their family members, and members of their household:
  - Call 800-859-9319 to access these services. You’ll be connected to a master’s level EAP clinician who will help refer you to counselors who meet your needs and preferences.
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  - Schedule up to eight sessions at no cost to you. Each one-hour session can be scheduled face-to-face or via telehealth (phone or video).

**Questions**

- If someone wants to schedule a webinar for their staff, how do they do that?
  - Contact HR/Kim Pitts to set this up
Monthly Spotlight 2:
- Wendy Schlesinger, Executive Development Director, “Corporate & Foundation Relations”
  - Who are we? Convener, Grant Writer, Fundraiser, Researcher, Marketer, Facilitator, etc. – all of them
  - WHO IS Corporate and Foundation Relations?
    - Resource for faculty
    - Part of the Development Division – fundraisers
    - University wide focus – not school based (e.g. Campus Kitchen, Billiken Bounty)
    - Serve as the central point to gather relational information between SLU and Corporations and Private Foundations (not gov’t organizations)
    - Department of 3.5 persons
  - CFR Objectives
    - Development strategic opportunities and collaborations between external partners – corporations and private foundations – and faculty and program directors
    - Expand corporate relationships to become integrated partnerships
    - Develop strong foundation relations for broad funding opportunities
    - Serve as the central hub for SLU Corporate and Foundation Relations
  - Corporate Engagement Structure
    - SLU – decentralized but coordinated
    - Work closely with OVPR, Deans, Career Services, DICE, Institutes, non-academic units (museums, libraries)
    - Reciprocal sharing of contacts
    - Regular meetings
  - Corporate Engagement – Broadening Partnerships
    - Our goal is to diversify the partnership for greater stability – broader and deeper
    - Looking for multiple levels of engagement
      - Gifts in kind
      - Internships and recruitment
      - Sponsored research
      - Workforce development
      - Continuing education
      - Advisory boards
      - Event sponsorships and attendance
      - Capstone & service project support
      - Volunteer opportunities
  - Private Foundation Engagement
    - Foundations are relationship-based
    - Match foundation mission to activities that help them meet THEIR goals
    - Coordinate foundation applications with GO Center and Business Manager
    - Contact us prior to reaching out to foundation as some Foundations are closed to new SLU inquiries
      - Especially smaller, local foundations
      - Waiting period
• Already made their SLU commitment
  o Faculty Outreach
    ▪ Complement GO Center and SoM Business Managers roles
    ▪ Send out over 300 RFPs through the CFR office each year through targeted emails
      ▪ Emails come from: corporateandfoundation@slu.edu
      ▪ Provide as much lead time as we can
    ▪ Master Grants Calendar – use to provide advance notice of deadlines
  o Benefits to you
    ▪ CFR engages companies and individuals non-philanthropically that can be leveraged into gifts
    ▪ Expertise in External Funding Sources and processes
    ▪ Cross-campus knowledge of projects and personnel
    ▪ Value added provider – stewardship, faculty engagement, grant services
    ▪ CFR builds and creates multi-level integrated partnerships – gifts are more secure
  o Use us for a reference, info source, grant expert
  o Share us with your faculty
  o Start with us for your latest school priorities and projects
  o Contact us at corporatefoundations@slu.edu
    ▪ wendy.schlesinger@slu.edu Exec. Dir. CFR
    ▪ sarah.elizabeth.jones@slu.edu Dir. CFR
    ▪ kathryn.dortch@slu.edu Devt. Officer, CFR
    ▪ kalen.reichert@slu.edu Admin, Principal Giving

**Monthly Spotlight 3:**
• Mickey Luna, Vice President of Human Resources, “More Questions Answered”
  o What resources does a staff member have if the flex time request submitted to their supervisor is ignored, not denied or accepted, just ignored?
    ▪ This wasn’t built into the policy. Suggest following up with your supervisor for the decision made or for clarification on what is holding up the decision or to have a conversation.
    ▪ Reach out to your HR consultant if there is still not a response.
  o What are staff expected to do when the university is closed (due to weather)? Do they have to work from home?
    ▪ The expectation is that if you have a flexible work arrangement which includes remote work OR if you have been given ad hoc arrangements in the past, you would work when the university is closed.
    ▪ A person could use PTO or vacation if they are not working on a day when the university is closed due to weather.
    ▪ Many essential employees still come in to the university.
    ▪ If the supervisor requires an employee to work from home when they are not in a flexible remote arrangement, suggest working through that together.
    ▪ Please reach out to your HR consultant if this cannot be resolved.
  o How does our current military leave policy compare with others? SLU currently offers 10 days of paid military leave and other institutions (university and governmental) in St. Louis offer 15 days of paid military leave per year.
- Our paid leave (holiday, vacation, other forms of paid leave) are favorable in comparison with other institutions
- We will evaluate the paid military leave policy and make any needed adjustments after the evaluation
  - If our supervisor does not allow us to utilize the interim work from home policy, does that mean we are not required to work from home when the university is closed (due to weather)?
    - That doesn't necessarily mean that the supervisor cannot ask or require that. A conversation should happen and if there continues to be disagreement, they should reach out to their HR consultant to talk through the issue.
    - Another way to put it is if someone has any flexibility arrangements, the understanding is that the person should work. If the person is never allowed to work from home but is asked to in this instance, then the person should reach out to their consultant.

**Announcements & Resources:**

- Year End Performance Reviews are to be completed by 02/28/22
- Preventing Harassment & Discrimination for Non-Supervisors – 04/30/2022
- SAC nominations for AY2023
- HR Bulletin
  - Workday Learning – Launched February 7th

**Next Meeting:**

- Thursday, March 17, 2022
- 12:00 – 1:15 pm
- Zoom Webinar

**Adjournment:** Sue Stevens at 12:32 P.M.
Staff Advisory Committees and Representatives – 2021 - 2022

- **Staff Advisory Executive Committee**
  
  Chair – Sue Stevens  
  Chair Elect – Judi Buncher  
  Recording Secretary – Kristin Hrasky  
  Corresponding Secretary – Patricia McQueen  
  Membership Coordinator – Rachel Young  
  Treasurer – Rhonda Arl

- **Staff Advisory Sub-Committees**
  
  By-Laws Committee – Sue Stevens  
  Service/Events Committee  
  - Food Truck Rally – Stacy Mack

- **University Committees**
  
  Campus Recreation Advisory Committee – Robert Pampel  
  Diversity & Community Engagement  
  - Jennifer van Driest  
  - Kat Dortch  
  - Michael Augustine  
  - Jonia Jones  
  - Katia Goodman  
  - Erica McBride  
  - Shontae Williams  
  - Dominic Dowdy-Windsor  
  - Robert Pampel  
  - Emily Wartick  
  - Christopher Grabau  
  - Xtina Butler  
  
  HLC Re-Accreditation Steering Committee – Rachel Young  
  Honorary Degrees & Special Recognition Committee – vacant  
  Medical Ad Hoc – Sue Stevens  
  Operational Excellence – Project Review Committee – Alexis Bruce-Staudt  
  Policy Review Committee – Missi White-Luster  
  Parking Issues – Matt Campbell  
  President’s Diversity Council – Pamela Jackson  
  Speech, Expression and Civil Discourse Committee – Anne Imlay, Bob McNair  
  Tobacco Free Workforce – Ellen Weis  
  University Leadership Council – Sue Stevens

- **Board of Trustee Committees**
  
  Academic Affairs – Sharon Spicer  
  Business & Administration – Sue Stevens  
  Development – Kristin Hrasky  
  Marketing and Branding – Patricia McQueen  
  Mission and Identity – Christine Luebbert
Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from Marcus Aurelius.

“Train your mind to see the good in everything. Positivity is a choice. The happiness of your life depends on the quality of your thoughts.”

Minutes: Minutes from the February 17, 2022, meeting were approved.

Monthly Spotlight 1:
- Ben de Foy, Ph.D., Professor, Earth and Atmospheric Sciences
- “Laudato si’” Action Platform
  - President’s Working Group
    - Benjamin de Foy, Christy Hicks Aydt, Matthew Baugh SJ
- Provided global background information
- Pope Francis’ Appeal to Take Action: the Laudato si’ issued in 2015 and decision to relaunch
- 7-year journey towards integral ecology with 7 groups and 7 goals
○ Goals
  ▪ Response to the cry of the earth
  ▪ Response to the cry of the poor
  ▪ Ecological economics
  ▪ Sustainable lifestyles
  ▪ Ecological education
  ▪ Ecological spirituality
  ▪ Community engagement & participatory action

○ Websites to do a deep dive on the goals and action plans
  ▪ https://laudatosiuniversities.com/
  ▪ https://laudatosiactionplatform.org/

○ Implementation Structures
  ▪ Program coordinator
    • Compared to director of the Center for Sustainability at other universities
    • Convenes the working group
    • Reports to the VP of DICE
  ▪ Working Group
    • Representation from key departments and Laudato Si’ champions
  ▪ Liaisons throughout the university
    • Examples include Development, MarCom, Student Development, etc

○ Getting Started – first cohort is 24 May 2022
  ▪ Public announcement
  ▪ Kick-off event
  ▪ Listening sessions
  ▪ Self-assessment
  ▪ University reflection
  ▪ Action plan

○ Questions?
  ▪ How does one become involved?
    • Contact Ben de Foy
  ▪ Is the coordinator position posted?
    • Not yet. The plan will be proposed to the provost and it will be in the new financial year
  ▪ Center for Sustainability and an Office of Sustainability were both closed in previous years. This is a new, freshly proposed structure.
  ▪ There are about 100 universities signed up worldwide
  ▪ Where do you start and what do you need from us?
    • Collecting ideas – send to de Foy via email or phone

**Monthly Spotlight 2:**
• Brooks Goedeker, Executive Director of Midtown Redevelopment Corporation
“Update on Redevelopment Projects”
  o St. Louis Midtown Redevelopment Corporation – 5 yr anniversary
  o [https://www.stlmrc.com/](https://www.stlmrc.com/)
  o Board of Directors as noted on the corporation’s website
    ▪ Jaqueline Davis-Wellington, Partner at Community & Economic Development Solutions
    ▪ David Heimburger, Chief Financial Officer at St. Louis University
    ▪ Mark Higgins, Professor Chaifetz School of Business at St. Louis University
    ▪ Michael Lucido, Vice President of Facilities Services at St. Louis University
    ▪ Rick Redetzke, Vice President of Facilities at SSM Health
    ▪ Staff, Brooks Goedeker, Executive Director
  ▪ Contact (314) 977-5450 or [bgoedeker@stlmrc.com](mailto:bgoedeker@stlmrc.com)
    ▪ All developments must receive approval from the board of directors
    ▪ Next meeting to be held on March 28, 2022
  o Review of Area Projects - [https://www.stlmrc.com/blank-5](https://www.stlmrc.com/blank-5)
  o City Foundry - [http://cityfoundrystl.com/](http://cityfoundrystl.com/)
    ▪ Recap of before and after of City Foundry
  o Fresh Thyme
  o Review of other specialty stores
  o Weekly events
  o Upcoming developments for 2022
    ▪ Alamo Drafthouse Cinema (dining and movies) –2022
    ▪ Puttshack – mini-golf – 2022
    ▪ City Winery – 2023
    ▪ Speakeasy in basement of Foundry Food Hall
  o New apartments/office space on Vandeventer
  o Greenway – design competition [found here](https://www.stlmrc.com/)
  o element by Westin hotel on Forest Park – see [project details here](https://www.stlmrc.com/)
  o Proposed student housing development with beds for 500 (still cautious and has not been reviewed by the board yet)
  o Reopening of Humphrey’s (closed for 5+ years) and will reopen in Spring/Summer 2022
    ▪ Summary of owners’ experience in restaurant/bar experience in the area
  o Armory District - [https://www.armorydistrict.com/](https://www.armorydistrict.com/)
    ▪ Recap of before and after
    ▪ Rec hall - tentative opening in winter 2023
    ▪ Phase 2 has apartment units
    ▪ Adding more street access
    ▪ Outdoor tennis and pickleball courts proposed
  o Steelcote Square Project - [https://www.steelcotelofts.com/amenities.html](https://www.steelcotelofts.com/amenities.html)
    ▪ Recap of before and after
    ▪ Lofts in construction
  o Target and apartment construction by Captain D’s and Rally’s – Summer 2023
    ▪ New traffic light
    ▪ (72K square ft for the store)
  o Grand and Park historic building is being rehabbed – Summer 2022
  o Gate District West Neighborhood
- Recap of history of the neighborhood ownership and work being done
- Shared photos of construction on lots in this area and the work with the neighborhood association
- Habitat for Humanity also is building 7 of the homes
- Home repair program for existing residents
  - Grand maintenance
  - Prospect yards – the area between north and south campuses
  - Greenway progress update – may be delayed until 2025
  - NW corner of Grand and Chouteau (Iron Hill development) delayed due to pandemic
  - Grand and I44 development – Tiffany Neighborhood – SLU & SSM are allowing the neighborhood to decide what is allowed
    - Est. $1M price tag to move the utilities
    - QuickTrip is interested and working with the neighborhood for approval
  - Compton & Chouteau
    - TopGolf rumor
    - No announcement ready at this time
  - Grand bridge graffiti is the responsibility of the City of St. Louis
    - Operation Brightside is the institution that works on graffiti removal for the city
    - No removal performed during the winter/cold weather
    - Send reports of graffiti to Brooks so he can work with the city and Operation Brightside
  - Gentrification
    - All our developments are including (at least 10%) affordable housing in their plan or paying into the affordable housing fund
    - Work with Habitat for Humanity
  - Outpatient Surgery w/SSM
    - That is a question for Facilities

**Announcements & Resources:**
- Staff Advisory Committee Executive Board Elections
- TIAA On-site Consultations
- Skillsoft Icon Will Be Retired on April 4, 2022
- Employee Discounts you may not know about – refer to HR bulletin
- Business Manager Training available – refer to HR bulletin

**Next Meeting:**
- Thursday, April 21, 2022
- 12:00 – 1:15 pm
- Zoom Webinar

**Adjournment:** Sue Stevens at 1:02 P.M.
Staff Advisory Committees and Representatives – 2021 - 2022

- **Staff Advisory Executive Committee**
  - *Chair* – Sue Stevens
  - *Chair Elect* – Judi Buncher
  - *Recording Secretary* – Kristin Hrasky
  - *Corresponding Secretary* – Patricia McQueen
  - *Membership Coordinator* – Rachel Young
  - *Treasurer* – Rhonda Arl

- **Staff Advisory Sub-Committees**
  - *By-Laws Committee* – Sue Stevens
  - *Service/Events Committee*
    - Food Truck Rally – Stacy Mack

- **University Committees**
  - *Campus Recreation Advisory Committee* – Robert Pampel
  - *Diversity & Community Engagement*
    - Jennifer van Driest
    - Kat Dortch
    - Michael Augustine
    - Jonia Jones
    - Katia Goodman
    - Erica McBride
    - Shontae Williams
    - Dominic Dowdy-Windsor
    - Robert Pampel
    - Emily Wartick
    - Christopher Grabau
    - Xtina Butler
  - *HLC Re-Accreditation Steering Committee* – Rachel Young
  - *Honorary Degrees & Special Recognition Committee* – vacant
  - *Medical Ad Hoc* – Sue Stevens
  - *Operational Excellence – Project Review Committee* – Alexis Bruce-Staudt
  - *Policy Review Committee* – Missi White-Luster
  - *Parking Issues* – Matt Campbell
  - *President’s Diversity Council* – Pamela Jackson
  - *Speech, Expression and Civil Discourse Committee* – Anne Imlay, Bob McNair
  - *Tobacco Free Workforce* – Ellen Weis
  - *University Leadership Council* – Sue Stevens

- **Board of Trustee Committees**
  - *Academic Affairs* – Sharon Spicer
  - *Business & Administration* – Sue Stevens
  - *Development* – Kristin Hrasky
  - *Marketing and Branding* – Patricia McQueen
  - *Mission and Identity* – Christine Luebbert
Meeting Minutes for Thursday, April 21, 2022
Location – 12:00-1:15 pm

Members & Guests Present:
Melissa Apprill
Rhonda Arl
Mike Augustine
Karen Bolinger
Kristina Bryan
Jayuni Buescher
Judith Buncher
Xtina Butler
Maggie Callon
Matt Campbell
Judy Colyott
Cathy Cooke
Sandra Cornell
Riley Coyle
Kellie Dalton
Kathie Dingley
Kathryn Dortch
Jennifer Elwyn
Janet Flach
Susan Ganey
Jan Gannon
Kari Gaskill
Diane Goebel
Tammy Grant
David Heimburger
Virginia Herbers
Kristin Hrasky
Michael Jackson
Pamela Jackson
Delia King
Annemarie Konz
Genise Lay
Shawnee
Magparangalan
Beth Masters
Patricia McQueen
Allese McVay
Lora Mueller
Courtney Neal
Donna Neely
Matthew Olwig
Patricia Osmack
Kelly Paladín
Felicia Powell
Kalen Reichert
Eric Royer
Colleen Schneider
Megan Shaw
Evelyn Shields
Sue Stevens
Ellen Weis
Jacob Wierson
Rachel Young
Cathy Zimmer

Call to Order 12:00 and Reflection: Sue Stevens called the meeting to order and as a reflection, used a quote from Daniell Koepke.

“Let whatever you do today be enough. Let go of the judgement you have about what you “should be” or “could be” doing and today, allow yourself to just be.”

Minutes: Minutes from the March 17, 2022, meeting were approved.

Monthly Spotlight 1:
- David Heimburger, Vice President & CFO, FY 23 Budget
  - See email from the President’s Office on April 4, 2022 titled “Update on budget and planned raises”
  - FY22 budget recap
    - Currently running a surplus – projected $18.5M surplus
    - $7M CARES act
    - $15M Champions Center & Jesuit residence center gifts
    - Gains on sales of property
FY23 plans
- 4% salary increase pool
  - 2% unit merit increases
  - 2% for market and equity adjustments
- No look towards reductions, etc, as our budget is stable
- Inflation/cost of living increase discussion
- Discussion of parking fees
  - Fee structure
  - What the fees support
  - Request for part-time permits for hybrid remote workers
  - New parking meters near SLUcare (entirely the responsibility of the city)

**Monthly Spotlight 2:**
- Jacob Wierson, Summer at SLU Camps
  - In-person K-12 camps to return to SLU for first time since 2019
  - 2022 K-12 Camps and Academies: SLU Camp/Academy
    - Men's Soccer Camps
    - Women's Soccer Camps
    - Summer Reading Programs
    - Campus Recreation Youth Camp
    - Interdisciplinary Camp for Autism Services
    - Summer Civil Engineering Experience
    - Summer Scholars
    - Doisy College of Health Sciences (DCHS) Summer Healthcare Exploration Camp (registration now closed)
    - Games and Apps from Scratch
    - Gardens to Tables Culinary Camp
    - Grand Theater Camp: Middle School Edition - Week 1
    - Introduction to Game Development Using Java Script with Game Engines
    - Crayola® Wild World Camp - The Art of Conservation
    - Mad Science Little Green Thumbs!
    - Little Doctor School (Registration now closed)
    - Aviation Summer Academy
    - Grand Theater Camp: Middle School Edition - Week 2
    - Robotics Summer Academy
    - Geospatial Data Science Camp, Grades 3-8
    - Geospatial Data Science Camp, Grades 9-12
    - Introduction to Coding with Java
    - Law and Advocacy Summer Program
    - Mad Science Rocketry Camp
    - Visual Mobile App and Game Development with MIT App Inventor
    - Superskill Swim Camp
Camp/Academy
Medical and Surgical Procedures
Grand Theater Camp: Middle School Advanced Edition
3D Printing Camp (for middle and high school teachers)
Little Scholars: Builders
Mad Science Secret Agent Lab
Program Development with Java
Little Scholars: Whiz Kids
Mad Science Red Hot Robots
Program Development with Python
Extreme Science Experience in Spain
NASA: Journey into Outer Space
Earth, Wind and Water Camp
Engineering Summer Academy
Grand Theater Camp: High School Edition
Little Scholars: Science Palooza
Little Veterinarian School - Caring for our Pawsome Friends
Mad Science Space Alien Travelers
Web Development with HTML5, JavaScript, XML, CSS and More
Data Analytics & Visualization Using Excel and R
Mad Science Underground Explorers
3D Printing Camp (for students)
Allsup Summer Entrepreneurship Academy
Camp Invention
Mad Inventors Camp!
LIGHT Creative Writing Public Health Camp
Little Wilderness Medicine School

- Some programs offer extended care, lunches, and discounts for employees
- Summer@slu.edu
- Pre-covid: 2-3 thousand campers each summer
- How many campers convert to full-time students when they are older?
  - Some camps are pre-college type camps with the intent to convert to full-time SLU students when college age

**Monthly Spotlight 3:**
- Michael Jackson & Melissa Apprill, DICE Listening Session
  - Facilitated a listening session with employees. Due to the sensitive nature of the discussion, questions and answers were not recorded for the minutes.
  - Questions and comments were submitted anonymously and then shared with the DICE staff so they could follow-up.

**Announcements & Resources:**
- Staff Advisory Committee Executive Board 2022-2023
  - Chair – Judi Buncher
  - Past-Chair – Sue Stevens
Recording Secretary – Karen Bolinger
Corresponding Secretary – Chris Luebbert
Membership Coordinator – Rachel Young
Treasurer – Matt Campbell

Thank you to outgoing executive board committee members
Corresponding Secretary – Pat McQueen
Recording Secretary – Kristin Hrasky
Treasurer – Rhonda Arl

Joyce Huelsmann Award Nominations
Annual BBQ
Mental Health 7 Spiritual Support Well Being Resources
Care.com Renewal Care.com

Next Meeting:
Thursday, May 26, 2022
12:00 – 1:15 pm
CGC Auditorium, Annual BBQ – guests welcome!

Adjournment: Sue Stevens, 1:11 pm
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    - Jonia Jones
    - Katia Goodman
    - Erica McBride
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    - Dominic Dowdy-Windsor
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