

Staff Council Minutes

December 1, 1999

Members Present

Bob Stoller, Connie DiPasquale, Mary Allen, Gayla Sarkesian Sue Peek, Doreen Kinnett, Jane Stewart, Sheri Perry, Annita Huff, Heidi Crosland, Marj Murray, Dorothy Hedman, and Mary Beth Bero.

Guests

Deborah Birney

The meeting was called to order at 3:01 p.m. The minutes of the November 3, 1999 meeting were approved to be posted to the web.

Annita Huff informed Connie DiPasquale that Julie Conrad would be leaving from her group and Mary Beth Bero stated that Deb Renyer needs to be removed from her group. Connie said she would make updates to the list. Connie is appreciated by Staff Council for the work she has done on keeping this updated and how helpful it is to each Staff Council member.

Gary Pettijohn called Sue Peek to serve on the Ticket Review Committee. Sue said after reviewing the facts the ticket was upheld as just.

Gary Pettijohn is forming the Campus Safety Committee. Bob appointed Connie DiPasquale to serve on this committee. It will deal with lighting, height of bushes, knowledge of police reports circulated sooner, and any other safety items.

Staff Development. Our subcommittee working with Deborah Birney, put together a survey. Annita Huff passed it out for comments and additions but it was agreed that the survey was fine. It is due back December 17, 1999. This short time frame on the survey is due to the holidays. Annita will provide copies of the survey on colored paper for each group to circulate to their constituents. Bob will send a copy of the survey to President Farley for his information.

Benefits Committee. Sue passed out a copy of the survey that was circulated along with a copy of the calculations for each question and a summary of comments made. A 162 forms were returned out of 350. There were 2 more turned in after the calculations were made. First priority was tiered insurance answered by 81, Wellness with 29, Short Term Disability with 25, Phased Retirement with 20, Day Care with 18, Partner Insurance with 9, and ATM with 4. There were 67 comments on Wellness.

In regards to Short Term Disability, Deborah Birney suggested that taking the cap off of sick leave could be a possibility. If you have Disability Insurance, disability doesn't start for 6

months. It was also suggested a portion of unused sick leave be paid upon retirement but Deborah Birney said that would be very expensive.

Sue Peek said comments were made about pay for longevity. Bob said Dr. Farley believes in pay for merit. The Deans have discussed a merit pool. For example, if the raise is 3% for the year, they keep 1% aside and this is given to employees who performed exceptional work. Average workers will get a 2% raise and excellent workers could possibly get 4%. Evaluations will be tied to merit. Deborah Birney suggested Bob check with Bill Radcliff as budget is timely, maybe in January.

Bob will visit with President Farley before our next meeting in regards to the following: shared sick leave, portion of unused sick leave paid on retirement, staff development, employee recognition ideas, and merit pool for staff.

Campus Mail Distribution. Heidi said this delivery system has been in place for 14 years. The Physical Plant is in charge of mail delivery and it couldn't deliver to every building without additional personnel and equipment. Deborah Birney said the President has appointed Thomas Yang, as Physical Plant Director. This appointment still needs to be approved by the Board of Regents and once that is accomplished perhaps this issue could be revisited by the new Director. Also no personal packages should be sent to the University and all packages from LTD will be refused.

Employee Recognition Ceremony. Rich Robbins, Marj Murray and Jannett Wiens served on this committee last year. The survey evaluation from last year's program was passed out. Deborah Birney said 1999 was the first year for the participants to choose their awards. The event will be in April and we need to strive to get participation up. Mary Beth Bero wanted to know the cost of this event and Deborah Birney said less than \$10,000. Marj Murray suggested everyone does a good job and we should just enjoy lunch. It was suggested to do away with nominations and instead to have a drawing for 30 savings bonds in the amount of \$100 for staff attending. The faculty awards would be as usual. Council members will visit with the people they represent to determine their reaction to changing to a drawing.

One of the comments from last year's evaluation recommended not eliminating the entertainment from the program. The Employee Recognition issue will need to be revisited at the next meeting so visit with your groups and get their comments. We need President Farley to encourage all the Deans to let all employees off to go to this event as the University is officially closed for that time frame.

Staff Council Web Pages: All committees, purposes and membership will be put on the web. Connie volunteered to input this information. Bob will check with Sue Van Sickle to see that she isn't doing this as her project.

Recycling Committee: Marj Murray and Betty Fischer attended a Recycling Committee meeting. Dr. Wolf was very excited but he will be on sabbatical next semester so possibly Duke Divine will fill in for him. John Shearer is also working on this. At this time everything is on hold. Marj

Murray made the statement if we teach environment in the classroom we should be practicing it here at the University.

Informational Items

Deborah Birney advised when the Benefit Committee meets she has information on Short Term Disability and a speaker will come in January to discuss the Wellness Program. Bill Roach and Charlene Smith gave a report of Domestic Partners to the Personnel Committee. Blue Cross/Blue Shield does provide this option.

Marj Murray's question from last meeting about who is allowed on campus was answered by Bob. Duke Divine said the campus is a public place and the public is welcome as long as they are not setting up booths or selling products.

Janet Lassiter had some inquires from her group that she gave to Bob. They wanted a place in the Service Area form to mark "to each department" rather than "each employee." Heidi Crosland said there is a place to do this and she will contact Janet and answer any questions. Another question was the requirements to take classes that the University will pay for. Deborah Birney informed us the University will pay for classes in the regular schedule. They will not pay for intersessions, Continuing Ed., or workshops. You can look on the web page to view eligible courses.

Connie DiPasquale brought up the recycling of pop cans. The bins are not being emptied and bugs are accumulating. This needs to be looked into.

No further business, the meeting was adjourned at 4:09 p.m.