

# Staff Council Minutes

## December 3, 2003

Bob Stoller gave a summary about where we are with Banner, started process two years ago. Spring 2004 will have more features available. This year's budget didn't use the Banner module, perhaps next year it will be used. HR/Payroll started use in January 2003 and is going well. Mr. Stoller hopes people will use the self service features and eventually we won't have to submit paper timesheets. In Feb. 2004 the financial aid module will start for Fall 2004 assistance. Student module is the biggest and most involved; is targeted for Fall 2004. Admissions piece has already started for Fall 2004. The alumni module is scheduled for use in July 2004. He asked for everyone's patience during the initial use time, and to please contact him if you have any questions.

### Committee Reports

#### Benefits

Currently working with a consultant on the wellness program, possibly will do a health assessment. Working on mission statement.

Comment made by \_\_\_\_\_ regarding the shared leave program. In 2002, 53 people donated 2,168 hours to the program. As of July 2003, 48 people donated 1,730 hours. Grand total is 3,898 hours of shared leave. However, no one has been able to use it yet due to eligibility guidelines. One person applied for the leave but was found to be ineligible. To be eligible, you must contribute to the leave pool, you must have applied to AFLAC and been refused, and you must have exhausted all of your vacation and sick leave.

#### Change Management

No report.

#### Corporate Volunteer

No report from Martha. The Clean Sweep boxes will be picked up this Thursday and Friday

Recycling - Mike not here. Judy received an email from Bill Shultz regarding the recycling of ALL materials. What was the possibility of having an auction like the State to get rid of surplus items? University regulations prohibit sale of items.

#### Evaluations

\_\_\_\_\_ spoke to Sue Peek, not much has changed. There is a version that was approved but it's not the one Staff Council recommended. Comments were offered with the general idea that the evaluation process needs to change, and that job descriptions were inadequate.

## **Elections**

not discussed.

## **Old Business**

none.

## **New Business**

Mitch reported that she was pleased with the quick turnaround that Security Benefit provided in processing her medical reimbursement claim. She sent her claim in on Wed. (the day before Thanksgiving) and received her check the following Monday. There is also a direct deposit option available.

Judy met with President Farley and discussed the upcoming faculty meeting on Friday, Dec. 5 at 2:00 p.m. There is a proposal to reduce faculty teaching hours (for the Fall semester only) from 12 hours to 9 hours. The “Chapel” from Menningers is now on campus. It hasn’t been named yet and fundraising is continuing. Enrollment is expected to increase next year. President Farley is thinking about offering more afternoon classes and offering incentives for students to take afternoon classes (such as 10% tuition discount). Employee spouses may be added to the tuition waiver. Looking at a new ranking for professors - “distinguished”. The budget looks good for next year. Construction is progressing on schedule for the new housing and wellness center.

Judy requested that everyone submit a list of who they represent in their areas and give to her.

Next meeting will be January 7, 2004 at 3:00 p.m.