



# GENERAL BODY STAFF COUNCIL MEETING

January 21, 2009  
UC – Connan Room

**Officers:** Jennifer Cox, Chair; Joseph Pastorik, Vice-Chair; Audrey Portis, Treasurer; Lindie Droulia, Secretary; Wayne Oglesby, Past Chair

**Attendees:** Bailey-Day, M.; Berry, S.; Brennan, P., Boeltz J.;, Campbell, K.; Chu, K.; Conser, E.; Corletti, D.; Dadowski, G.; Ebel, L.; Erickson, L.; Gould, S.; Imbimbo, J.; Javorski, S.; Klein, S.; Lambrou, K.; Lanyon, J.; Lee, C.; Linn-Gutowski, M.; Matthews, D.; Oglesby, W.; Palko, K.; Pastorik, J.; Poprocky, V.; Price, B.; Rauf, A.; Reinoehl, T.; Stupka, M.; White, V. Wrobleski, M.

Barbara Smith (Guest)

## Call to Order

- Jennifer called the meeting to order and introduced the Officers.
- Approval of minutes

## Treasurer's Report

- Expenses \$501.16    Balance ending \$10,055.08

## Housekeeping

- ADA representative. We need a replacement. The commitments were questioned, If you are interested, a packet of information. This is a university committee.
- President's Forum - March 23, 2009. Dr. Cohon requested the meeting be in McConomy. He is hoping attendance will be high mostly in part of the email that went out to all campus regarding the economy The November State of the University Forum had approximately 115 in attendance.. There will be a mailing that will go out individually to campus. About the recent meeting held with Dr. Cohon, Jennifer & Joseph reported that email questions did come in, a question was asked regarding parking, and health insurance increases. The university administration is taking into consideration the freeze and negoating the best rates.
- Barbara Smith mentioned many took advantage of making health care changes when it was opened up again in December. Health benefits were also a topic in consideration of the pay freeze and Barbara stated Human Resources would do their best in negotiatng rates.
- *Regarding the economy - are we as staff council members hearing about situations on campus?*
- There were concerns about parking, health care rates, if either are increased, and we do not have a raise this year people are concerned. Carnegie Mellon does pay the Pittsburgh parking tax and it has gone down. Michell Porter will speak next month regarding rates for the upcoming year.

- Comment: Morewood parking lot is a mess and they are not salting that area where the shuttles are parking, they are diesel fuel and they sometimes have to plug in.
- Jen talked about the concern of representation on Staff Council and departmental managers understanding and support of representatives. There has been a request for staff council representatives allowance for reasonable time spent on staff council. This was discussed with Dr. Cohon at the last meeting. If you are having any problems in this area please email Jen.

#### **Qatar update:**

- No update this month from Qatar. No one attended.

#### **Committee updates:**

- **Tagline contest** - need volunteers to help. We would like to try to do the tagline motto this year. The purpose is to try to increase communication as a brand to increase awareness of who we are. Casey can help with the tagline contest.
- **Benefits** - In relation to the flex spending debit card, Barb has not heard back regarding the update as to where we stand regarding this. Benchmarking maternity leave and competitive with other universities as to how they handle the Short Term disability
- **Take Your Sons/Daughters to Work** - The event is the 3<sup>rd</sup> Thursday in April. The first meeting will be January 21, if you are interested in participating in this event, contact Audrey Portis who is a chair, if you know someone who can do a presentation please let her know.

#### **Elections**

- The committee is in the process of trying to go online for divisional election. We have five departments across campus we need to fill. This will be offered online prior to the spring elections.
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- Smoking policy Committee - went into effect January 1<sup>st</sup>. Choosing new smoking designated area approximately 40 on campus has been elected, take into effect those who do smoke have a location. Watch for the survey that will be sent out campus wide. There will be no smoking walking across campus; there are areas on Pittsburgh Public sidewalks where smoking is permitted. They are being lenient in the beginning, trying to be fair. The designated locations are located on the backside of the buildings.

#### **Communications:**

- Increasing communication on campus
- A discussion was held at the executive committee meeting, are they ideas for increasing communications.
- Melanie felt that layering information is effective but physically getting information to people possibly printing outs to hand on bulletin boards.
- New members first coming into the system, posting information on that persons door identifying them as a staff council member

- All the reps are listed on the website.
- An orientation folder listing all members and at large so you are aware
- If you are a council rep, it is the responsibility of the council representatives to share this information within your division. For us to be useful to the HR department, this was the first time we were given this responsibility. Sylvia felt it is important that we get out meeting with the divisions to give as much resource. It is important to attend the meeting and pass along information, there is work involved.
- Some members felt that large amount of divisions and staff had no idea of whom we are and what we do for the university. We cannot send official email communications.
- A departmental communications email works well - there is an option to unsubscribe from the list.
- An opt in staff council list is a thought, it is the reps responsibility to decide how you intend to get the information out to your division.
- At weekly meetings with departments, some choose to give staff council updates after the general council meetings, or after the president's address. We will discuss further at the next executive committee meeting.

#### **New business**

- If you have any articles you would like to send newsletter
- MLK day is Monday; reminder to attend events strongly encouraged attending. Managers have to balance what has been accomplished in their department, people are encouraged to discuss with their managers if they want to attend events.
- Motion and Second to Adjourn