

STAFF CONGRESS NEWS

CONSTITUTION APPROVED

The Congress submitted a Constitution to all staff employees for ratification in February, 1982, over 96% of those voting approved the Constitution. There was a voter turnout of 64%, and the Constitution was unanimously approved by the Board of Regents in their March, 1982, meeting. With ratification of the Constitution, Staff Congress went into affect as an official governing body.

STANDING COMMITTEES APPOINTED

Once the Constitution became official, Staff Congress established the following standing committees:

Personnel Policies and Benefits Committee
Grievance Committee
Liaison Committee
Credentials and Elections Committee
Finance Committee
Constitution and By-Laws Committee

It is the function of the standing committees to provide the Congress with working bodies that entail specific areas of responsibility to enable a planned and co-ordinated direction for the business of Staff Congress.

A list of the membership of each committee is attached.

STAFF CONGRESS NEWSLETTER

The Liaison Committee will be publishing a monthly newsletter containing information relevant to staff employees. This newsletter will be mailed to all employees.

CHANGES IN BLUE CROSS/BLUE SHIELD

Blue Cross/Blue Shield plan rates have risen a dramatic 38% for the coming year. The new rates will cost the University in excess of \$110,000.00 this year. Employees paying for family plans will be paying \$16.20 more each month. In order to absorb some of the financial burden, Personnel Services has proposed two modifications to the health care plan currently offered:

1. Remove the in-patient diagnostic studies rider from Blue Cross. Services of a diagnostic nature which absolutely require hospital admittance will still be covered.

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This recommendation was studied and approved by Staff Congress. The costs of diagnostic tests performed on an out-patient basis will be covered.

2. Increase the major medical deductible from \$100 per person/\$200 per family to \$200 per person/\$400 per family. This proposal would not go into effect until January 1, 1983.

The Policies and Benefits Committee polled some staff employees concerning this proposal and found a general unacceptance of this change. It is felt that the benefit loss far exceeds the potential savings. The Personnel Policies and Benefits Committee is researching alternative ways to alleviate the financial strain on the University and the employees without changing the deductible amounts. The committee is seeking input from staff employees. Contact one of the committee members with your suggestions or comments.

IMPORTANT

There has been a change in the Blue Cross/Blue Shield effective August 1, 1982. The Personnel Department will inform you of the details of the change in the weekly memorandum and in an individual payroll stuffer. We urge you to be aware of this information.

STAFF PERFORMANCE EVALUATIONS

Do you have concerns about the Staff Performance Evaluations? The Personnel Policies and Benefits Committee is conducting a review of the evaluation system and is requesting comments, criticism and suggestions from all staff. All comments will be confidential; your name does not need to be included. However, please submit your comments, etc., in writing and make them as specific as possible.

You may send this information to any member of the committee. If you would prefer to talk to someone, phone numbers and locations are also listed.

In order for the results of this review to be taken into consideration before the next staff evaluation period, please submit your comments to committee members no later than July 29, 1982.

EXIT INTERVIEW POLICY APPROVED

Personnel Services submitted an exit interview policy to Staff Congress for recommendation. The exit interview will aid Personnel Services in the formal termination clearance process. The policy was

approved by Staff Congress and will be added to the Personnel Policies and Procedures Manual.

TAX SHELTERING OPPORTUNITIES

A new benefit concerning tax sheltering opportunities is being offered by Personnel Services. This benefit can be handled through payroll deductions. For further information, contact Personnel Services.

STAFF DEVELOPMENT SEMINARS

During the coming year, Personnel Services will be offering monthly seminars for the training and development of staff. Some of the topics to be covered include: Managing Stress and Burnout, Career Development, Communications, Self Esteem, and Supervision. Each seminar will target different employment categories.

DEVELOPMENT OF A STAFF HANDBOOK

Staff Congress has recommended that a Staff Handbook be developed by Personnel Services in conjunction with the Congress and the Personnel Policies and Benefits Committee. It is hoped that a handbook will help alleviate any lack of understanding of policies and procedures.

Attached is a list of your Staff Congress representatives by employment category. Every representative will be more than happy to answer any questions you might have. If you have any concerns you would like Staff Congress to consider, please contact a representative.

STANDING COMMITTEES

Personnel Policies and Benefits Committee

*Linda Sanders	Jerry Groeschen
Mike Baker	Bonnie King
Pat Coleman	Joyce Maegly
John Fries	Mike Martin
Dorinda Giles	Nancy Utz

Constitution and By-Laws Committee

*Shirley Gallicchio
Bob Barnes
Gary Eith
Bonnie King
Nancy Perry

Credentials and Elections Committee

*Pamm Taylor
Gail Cato
Gary Eith
John Fries
Patti Jeffries

Grievance Committee

*Mary Kelm
Dan Bayes
Barb Herald
Steve Priestle
Ken Ramey

Finance Committee

*Carol Guthier
Jerry Groeschen
Pamm Taylor
Dolores Thelen
Nancy Utz

Liaison Committee

*Don Gammon
Terry Andrews
Cindy Dunaway
Dan Hoskins
Bill Lamb

*CHAIRPERSON

STAFF CONGRESS

1981/82

ACADEMIC AFFAIRS

Pat Coleman, Cooperative Education
572-5681
Mary Kelm, Library
572-6365

BUSINESS AFFAIRS

Patti Jeffries, Business Services
572-6446
Dolores Thelen, Accounting
572-6326

INSTITUTIONAL SUPPORT

Gail Cato, Personnel Services
572-6386
Dorinda Giles, Data Processing
572-6410

PHYSICAL PLANT

Carol Guthier, Physical Plant
572-5294
John Fries, Physical Plant
572-5293

STUDENT AFFAIRS

Gary Eith, Residential Life
572-5481
Pamm Taylor, Student Activities
572-5771

AT LARGE

Shirley Gallicchio, Registrar
572-6430
Donald Gammon, Accounting
572-6453
Bonnie King, Registrar
572-6427
Bill Lamb, Student Activities
572-6376
Lancy Perry, Law School
572-5343
Ken Ramey, Business Services
572-5213

OFFICE/CLERICAL

Cindy Dunaway, Bursar
572-6425
Joyce Maegly, Affirmative Action
572-5587

ADMINISTRATIVE

W. Michael Baker, Accounting
572-6455
Bob Barnes, Physical Plant
572-6421

MANAGERIAL/SUPERVISORY

Barbara Herald, Personnel Services
572-6387
Nancy Utz, Bursar
572-6426

PROFESSIONAL

Tom Barlow, Media Services
572-5701
Linda Sanders, Registrar
572-5432

SERVICE/MAINTENANCE

Dan Hoskins, Physical Plant
572-5660
Stephen Priestle, Central Stores/Rec.
572-5563

SKILLED CRAFTS

Dan Bayes, Physical Plant
572-5548
Mike Martin, Physical Plant
572-5548

TECHNICAL/SCIENTIFIC

Terry Andrews, Media Services/Fine Arts
572-5148/572-5420
Jerome Groeschen, Data Processing
572-5273