

Andrews University

Staff Senate

Minutes for meeting held March 9, 2020.

<p>Present: Lorena Bidwell, Chair; Erica Bradfield, Martin Bradfield, Laura Carroll, A’Lisa Sorensen, Ashley Neu, Nestor Caceres, Brenda Francis, Steven Nash, Deby Andvik, Daniel Johnson, Janine Lim, Michael Nixon</p> <p>Regrets: Myrna Constantine, Mona Sarcona, Ben Panigot, Jameson Bangkai, Aimee Regoso,</p>	<p>Members Present</p>
<p>Daniel Johnson opened in prayer</p>	<p>Prayer</p>
<p>VOTED the approval of February 10, 2019 Minutes.</p>	<p>Minutes</p>
<p>Board Meeting – Lorena Bidwell Approved staff and faculty appointments and compliancy reports President talked about financial management and resilience. Higher education is concerned with price, student debt, etc. Parents feel tuition is too high.</p> <p>University has reduced the number of administrators from 22 to 17.5. Focusing on time to get a degree, additional programs that might interest students and improving the students experience.</p> <p>The budget was set up with a 2.5 million, but due to additional expenses we were targeted to end up with a bit less than that. Unfortunately, a budgeting mistake may result in only a breakeven situation. That budgeting mistake affects the next year’s budget as well (FY 2020-2021). Only 1.5 million has been allocated for capital projects.</p> <p>Health and Wellness Council – meeting was postponed</p> <p>University Social Committee – Brenda Francis Comments and recommendations for social events. Submit to Beverly and Brenda. Who will be in charge or encourage attendance by those that are getting surprise awards?</p>	<p>Committee Reports</p>
<p>Darcy de Leon feels that there was sufficient amount of communication for the wellness discount for Health Insurance. Approximately 90% of the benefits eligible staff met the discount deadline so far. The following information was shared about the communication that was done:</p> <p>March 2019 – Informed the employees what was required September 2019 – information in campus connections November – December 2019 – More frequent reminders February 2020 - weekly reminders and called the employees that were not yet cleared.</p>	<p>Wellness Discount for Health Insurance Update</p>

<p>We have the short list for each group. Now the executive committee will call those on the short list to see if they are willing to be on the ballot for the election process.</p>	<p>Staff Senator Election Update</p>
<p>The Caring Connection program allows employees to donate money to help other employees in need. If employees give a dollar a pay period that would be \$26 a year. This is used for people that are not able to pay a bill, for people needing car repair that they couldn't pay for, etc. Jeff Boyd and Raquel from HR are leading out in this.</p> <p>Questions and suggestions related to this included the following:</p> <p>Should we do a campaign similar to United Way for the caring connections?</p> <p>How much need is there for this? Darcy indicated that there is a big need. The website has testimonies for those that have been helped. There is also a need for volunteers like lawn mowing, baby sitting for single parents, etc.</p> <p>A person that just retired was giving \$50 a pay period so that no longer is happening and new donors are needed. You can donate via the website to Caring Connection or Development's online giving website.</p> <p>Caring Connection Promotion suggestions</p> <ul style="list-style-type: none"> • Having a story presented at staff meeting would help promote Caring Connections. • Maybe competition with the highest number of people participating with donation or volunteering. • Having the administrative assistants to help spread the word. • Putting it on social media. • Clubs giving out t-shirts that say I donated to Caring Connections. • Share a story and a website for Caring Connections at the General Staff Meeting. • Maybe having a member to go to departmental or school meetings to promote it. <p>They are working on a logo for Caring Connections.</p>	<p>Caring Connection</p>
<p>Darcy shared that tuition assistance and FLMA are available to support families. Other topics shared by the Staff Senate included policies related to children in the work place, flexibility of work time (varies by supervisors), daycare, private place for breastfeeding, adoption process financial support, time off for bonding time after the adoption for both the husband and wife.</p> <p>Children most of the time are a disruption to the normal work environment. We have to think about the whole university as a whole in terms of the work environment. Are there things we could do as a Staff Senate to help the university to be a family friendly university.</p>	<p>Policies Affecting Families</p>

<p>The faculty senate may be interested in talking about the children in the workplace policy.</p> <p>Building managers can help with knowing which rooms are available for breast feeding but this has been done on a case by case basis and the rooms may vary.</p>	
<ol style="list-style-type: none"> 1. Staff Worship 2. Recognition for Short Term employees 3. Staff Stress/Workload/Morale 4. Staff Excellence Award Process 	<p>Future Items Staff Senate Agenda</p>
<p>What do we share for April 1 general staff meeting?</p> <p>Election Results</p> <p>Sharing what was done for the wellness discounts</p> <p>Caring Connections</p> <p>How would you like to be notified/important announcements?</p>	<p>Other items</p>
<p>Next meeting April 13, 2020</p>	<p>Next meeting</p>
<p>5:35pm</p>	<p>Adjourned</p>

Lorena Bidwell, Chair

Laura Carroll, Secretary