

PROFESSIONAL STAFF EMPLOYEE ADVISORY COMMITTEE MEETING

1/19/09 MINUTES

Present: Amy Diamond Barnes, Mary Katherine Snead, Beverly Lorig, John Jacobs, Deborah Caylor, Louise Uffelman, Jonathan Webster

1. Wellness

Mary Katherine gave an overview of current Wellness programming.

- Weight Watchers: Tuesdays at 11:30, WLU is subsidizing ½ the cost and also providing payroll deductions. If there are individuals who are interested in WW, but cannot attend at 11:30, please contact Mary Katherine (8355 or mksnead@wlu.edu).
- Smoking Cessation: Begins this week, we have 8 employees participating. Hope to hold another program next quarter. WLU pays ½ if employees attend all three sessions.
- Campus Recreation offers faculty/staff intramurals in 'lifetime' sports such as golf, tennis, basketball, etc. Contact Ray Ellington (8244) in Campus Recreation for more information.
- Campus Recreation has also expanded the group fitness class offerings. The noon classes are still free for faculty/staff. The other classes are \$50 for any and all classes – the fee can now be payroll deducted. The different fee schedules resulted from programs being offered by different departments. James Dick is working on resolving this discrepancy. Please note the 4:45 classes are specifically aimed at faculty/staff.
- Patti Colliton is bringing speakers during January and February as part of her Winter Wellness initiative. The speakers will be at 12:20 in Stackhouse on various wellness topics.
- Barbara Rowe leads guided meditations on Wednesdays at noon in the Sacred Space in the library.
- There will soon be a wellness webpage with information about all wellness programs at <http://wellness.wlu.edu>.

Please take advantage of these offerings and let us know if you have ideas for others!

2. Campus Climate Survey

Amy updated the group on an on-line campus climate survey we are administering in the next few months. She explained that The Committee on Women recommended that W&L conduct an employee climate survey. Washington and Lee has contracted with ModernThink, the consulting company that does the 'Great Colleges to Work For' survey through *The Chronicle of Higher Education* (see last year's report here: <http://chronicle.com/indepth/academicworkplace/>). We will use that survey and will be able to add several customized questions. The hope is that this survey will provide more data on the campus climate and will allow us to compare our results against peer schools. Members of the new University Committee for Inclusiveness and Campus Climate as well as the Committee on Women are assisting with the customization of the survey questions.

The survey will be live from March 2 for two weeks. All survey data will go directly to ModernThink. WLU will only receive reports that do not identify people, and don't give data for groups smaller than five. It is very important that we have high participation to see what everyone thinks, and to provide

more complete information. For more information about *The Chronicle* survey, see here: <http://chroniclegreatcolleges.com/content/view/9/28/> .

Q) How does this differ from the Mercer surveys?

A) This one is targeted to campus climate, where Mercer was looking at compensation and benefits.

3. Quarterly supervisory meetings

Amy told the group that she is considering holding quarterly meetings for all supervisors. She explained that this idea came up when discussions about CTO were happening and some supervisors expressed concern that their staffs knew about the proposal before they did. Many members of the group said that they thought this would help in communicating information from HR.

Amy also asked if the meetings should include all exempt employees, or be limited to supervisors. Committee members felt that all exempt employees should be invited if the topic was of general interest, but it might be limited to supervisors if the particular agenda was geared to supervisors.

Then, Amy asked if they thought these meetings could replace the Professional EAC. There was much discussion about this idea. One member pointed out that the Professional EAC used to work on initiatives that are now being done in HR (i.e. revising the handbook, working on a performance appraisal program). Another said that it would be helpful to have all supervisors advised of campus initiatives. The general sense of the group seemed to be that the EAC might not be necessary if this larger group met on a regular basis.

Amy asked the group for possible topics for these larger meetings. The following potential agenda items were suggested:

- sustainability
- clarification of various policies
- current financial situation
- Budgeting
- Business Office procedures

Minutes respectfully submitted by Mary Katherine Snead, Human Resources.