

Bellarmino University Staff Council Minutes

01/15/25 | 11am-12pm | LIBR B10

I. Welcome and Roll

- a. Present: Shelby, Fahim, Audrey, Trent, Colton, Courtney, John
Jyll, Jenny, Kent, Hailee, Marlana, Kathleen, Andrew, Natalie, Robin
- b. Absent: Lauren, Colton, Courtney, Sydney

II. Staff CORE Education Update on 12/13 - Debrief

- a. Shelby mentioned she posted notes on the Teams channel and asked if anyone had any questions
- b. Shelby mentioned that the President might be sending out a written update soon
- c. Shelby mentioned there is nothing more to report at this time

III. December Work from Home Thoughts/Feedback

- a. Jyll mentioned Student Account have to come in due to dealing with money
- b. John mentioned his department cannot do remote work, which is not fair
- c. Jenny mentioned some departments like Public Safety and Maintenance have no choice but to be on campus
- d. Marlana mentioned it was good to have downtime without clients to tie loose ends and work on outstanding tasks
- e. Audrey mentioned it was a good transition to the holidays
- f. Shelby mentioned public facing departments have to keep the doors open

IV. FLSA Challenged in courts – Next Steps

- a. Shelby mentioned some that were transitioned to non-exempt felt devalued and if they were any plans to reverse their back to exempt
- b. Jenny mentioned they had no plans to reverse back to exempt status and maybe those affected in July can work with their supervisors to make the case

V. Performance Evaluations

- a. Shelby mentioned they have not had time to work on it
- b. Marlana mentioned she completed hers on-time but have not met with

VI. Subcommittee Updates

- a. Shelby mentioned the bake-off contest was a huge success and we should plan to have it every year
- b. Shelby mentioned she forgot to post T-Shirt design winner and will get with MPC to have the shirts printed for those that submitted their shirt size and will have MPC print extras just in case

VII. Other business

- a. Shelby mentioned that early retirement for staff was not feasible at this time since it is possible to lose an entire department and institutional knowledge, and to replace that would be very difficult and costly
- b. Robin mentioned that non-exempt employees could no longer access their Leave Balances directly from Self Service or Time Sheet but can only view them via Card on Experience and didn't get notified of this change

- c. Fahim mentioned that the change was implemented by Tracy to avoid non-exempt employees requesting leave from Self Service because it is for exempt employees only
- d. Jenny mentioned if we should re-visit the year-round half-day Friday proposition for employees to alleviate some of the compensation issues
- e. Shelby mentioned the year-round half-day proposition may need to be refined before we can submit it and may not be feasible this year
- f. Andrew mentioned if the extra summer OPTO days in May can be made official
- g. Audrey mentioned if summer OPTO and vacation rollover can be made official so employees can plan ahead
- h. Jyll mentioned some employees have too much work to be able utilize extra time off and end up not utilizing time off
- i. Fahim mentioned many employees value more time off and those that cannot take extra time off due to work overload should push back on their supervisors to remedy the issue or improve processes to increase efficiencies rather than discouraging policies that would allow more time off
- j. Natalie mentioned if BU would consider increasing vacation days that employees can schedule and have some flexibility instead of extra days here and there. In certain cases, some still have work during the university holidays to keep things running