

## General Staff Meeting

Chan Shun Hall, Room 108

November 28, 2007

No. 19

The meeting was called to order at 4:02 p.m. by Dan Agnetta

CALLED TO ORDER

Susan Zork

PRAYER

Susan Zork gave encouragement by speaking about the possibility of living out the actual hopes and dreams of God. Fundamentally we forget some of the basics and should try to get back to them. They are so easily lost in daily life and we forget a lot of things that are important to us. We even forget our deepest convictions. The good news is that it's almost never intentional. Bad news—we still forget. She spoke of Cognitive Erosion which is the result of simple neglect. She encouraged us to stop thinking and start reminiscing about the things that are important to us. In the scriptures we are told to Love God. Susan reminded us of the heart's capacity to love and the soul's capacity to transcend and connect with God and others. Love God with all your heart and all your soul and all your mind. We can step outside of our reality and connect with God. Love God with everything you've got! That's loving God in all of our life—it's the fundamental basics. The second commandment is just like the first one, to love your neighbour as yourself. So, love your neighbour with your capacity to love, with your ability to transcend—love with all your mind. Learn about your neighbour. Put it in the concept of Love. Love that delivers. Love God and love each other without reserve—the greatest thing God ever asked of us. His greatest dream and hope. So easy, yet so difficult. But you can pray for these things.

WORDS OF  
ENCOURAGEMENT

Flu Shots—Thursday, November 29, 11:30 a.m.–2:30 p.m., Lincoln Room.

ANNOUNCEMENTS

Employees' Christmas Party—Wednesday, December 5, Wolverine Room, from 5–8 p.m.

University Wind Symphony Christmas Concert—under the director of Alan Mitchell, will be Saturday, Dec. 1, at 8 p.m. in the Howard Performing Arts Center. General admission is \$5.00; student/senior admission is \$3.00.

Welcome Christmas Concert will feature a performance of *Messiah* (Part I, the Christmas portion) by George Frederic Handel, sung by the Andrews University Chorale with the Chamber Orchestra, under the direction of Stephen Zork. Two performances will take place in the Howard Performing Arts Center, Saturday, Dec. 8, at 8 p.m. and Sunday, Dec. 9, at 4 p.m. General admission is \$5.00; student/senior admission is \$3.00.

“Rekindle Your Christmas Spirit”—downtown Berrien Springs, Thursday, Nov.29, 5–9 p.m.

Barb Friesen spoke on how science can be our guide to a healthful lifestyle. Trying to figure out what is necessary for good health is a complex puzzle. Even though the scientists use the best data available, discovering the truth about good health is not easy; there are often contradictory findings. The media and aggressive marketing tactics make it difficult for the public to separate fact from fiction. The current recommendations for regular physical activity and good nutrition will continue to undergo refinements.

EMPLOYEE  
DEVELOPMENT—  
WELLNESS NUGGETS

Wanda Swensen gave an update on the Senate. There will be two committees within the Senate: a Staff Senate and a Faculty Senate. This concept was voted on and approved. Each group brings items and discussion for voting. These will be active groups. We will hear more about this process at a later date. The Senate is currently looking for two hourly staff to fill out the Staff Senate positions. If you have names of people you think would be active representatives and are available Wednesday evenings, email the names to Dan Agnetta.

SENATE REPORT

Dan Agnetta reported that he had discovered in the IRS code that you can take up to \$5,250 worth of graduate level credits without having to pay tax. This includes the educational benefit of a free class.

EMPLOYEE  
DEVELOPMENT—  
BENEFIT UPDATE

Dan's report on medical benefits was that we are having another very good year. There has been only one high cost claim. There may be one other high cost claim in the works but overall our benefits will be in good shape and that's good news.

Sergeant Don Giddings reported that the blizzard procedure is now posted on the AU website. The procedure is as follows: Around 2 a.m. a squad car goes out to see how bad it is. Plant Service personnel will begin plowing to see if they can keep up with snow removal. The final determination will be made around 5 a.m., at which point a call will be made to President Andreasen on whether or not to recommend closure. University Relations will then be notified to communicate the decision. Sergeant Giddings gave a reminder that if you can't drive in this weather, don't go out. If you do go out, dress warm and dress in layers. He encouraged us to stay safe and stay warm and reminded us that our cars need more time to warm up than usual and to take that into account in determining your commute time. The website has also posted the school closing hotline. Don't call Public Safety—call the school closing hotline at 471-7660. The website will also note which radio and TV stations carry closing information. In the event of weather-related closures, hourly employees will be given up to two days of paid leave.

CAMPUS ISSUES—  
BLIZZARD  
PROCEDURE

Larry Schalk reported that the budget process is in place. In the budget process there are plans for a salary increase of 3% beginning July 1, 2008. However, this increase hasn't been voted at this point.

CAMPUS ISSUES—  
FINANCIAL UPDATE

Changes are also being made to simplify the financial statements so employees can more easily understand the financial operation of the university. Other changes include combining the plant fund and the operating fund, and recording certain income expenses monthly rather than annually. Another work-in-progress is changing the monthly budget process so we can see how we compare month to month.

Mr. Schalk shared a budget sheet of revenues and expenses for 2006 and 2007, showing how we had a gain for this year (from the loss of last year). He shared the net asset figures from 2006 & 2007 and reviewed the unrestricted, temporarily restricted and permanently restricted funds. The bottom line is "we're doing better." He reported that we need to keep maintaining a gain to pay back loans and increase capital expenditures. Future financial goals and the estimated budgets for 2008 and 2009 were also shared. He stated that although the university debt is at 13 million it's not a very large number compared with our equity and operating expenses.

The meeting was adjourned at 5:02 p.m

ADJOURNMENT

Dan Agnetta, Moderator  
Marla Hayman, Recording Secretary