



THE H. R. RECORD

A publication of Human Resources, UM-St. Louis - November 2001

WELCOME! NEW EMPLOYEES

Hyter Alexander, Counselor, Multicultural Relations
Carol Clayton, Floor Maint. Worker, Custodial Scvs.
Denise Dennis, Data Entry Operator, Registration
Patrick Dennison, Prod. Assistant, Info Tech Scvs.
Joyce Fuller, Admission Advisor, Admissions
Barbara Gradala, Counselor, Counseling Scvs.
Matthew Gunn, Space Planner/Analyst, Facilities
Eugene Hubbard, Term. Scv. Custodian, Custodial Scvs.
Michael Johnson, Term Scv. Custodian, Custodial Scvs.
Todd Levine, Dept. Assistant, Info Tech. Scvs.
Thomas Lochmoeller, Sys Supp Analy-Spec., Info Tech.
Christi Mullis, Dept. Assistant, Residential Life
Erika Murphy, Production Asst., Info Tech. Scvs.
Aleen Newman, Food Service Worker, Child Dev. Center
Julie Nixon, Admin. Aide, Sue Shear Institute
Margaret O'Connell, Computer Supp Spec., Info Tech.
Arlene Peterson, Dept. Assistant, Optometry
Mathew Randolph, Temp. Technical, KWMU
Amy Riordan, Grant Writer I, School of Business
Rebecca Tannlund, Commun. Coord., Public Policy

New employees, if you need assistance, contact Human Resources (Peter Heithaus, Director). For help with orientation or new hire paperwork, contact Alicia Winchester, ext. 5258. For questions about benefits, contact Joann Westbrook, ext. 5639. For help with payroll, contact Errol Benson, ext. 5803. For questions about policy, work relationships or environment, contact Peter Heithaus, ext. 5805 or John Tighe, ext. 5381. For exit interviews, contact Alicia Winchester, ext. 5258. For training schedule or enrollment, contact Nancy Draper, ext. 5805.

PROMOTIONS/TRANSFERS

Patricia Barton, Dir. Res Admin to Sr. Grant Writer, A&S
Bruce Gardiner, Police Sgt to Mgr Trans Park, Facilities
Tory Kaufmann, Mail Carrier to Supervisor, Mail Services
Jean Mayo, Sr. Secy Psych to Admin. Asst., Art
Terry Ringo, MSA to Bldg Maint Mech, Properties Mgmt
Anita Townsend, Term Svc. Cust. to Cust., Custodial Svcs

CONGRATULATIONS! RETIREMENTS

Delvine Boehm, Dept. Assistant, ASD Auxiliary Service
Arville Dill, Sr. Receiving Clerk, Business Services
Lois Dockins, Placement Specialist, Career Services

CAMPUS MEDIATION SERVICE BEGINS

The Campus Mediation Service was launched with an awards luncheon on October 23rd. At the luncheon, certificates of achievement were presented by Chancellor Touhill to employees who have been trained to provide mediation services for the University of Missouri-St. Louis, and the Mediation Coordinators for faculty (Jeanne Zarucchi) and staff (Kathryn Welch) were announced. Coordinators Zarucchi and Welch will help employees determine if mediation is the right alternative for them, and will select an appropriate mediator for employees who wish to utilize the service. If you wish to reach a Coordinator or to find out more about the Campus Mediation Service, you may call the service at ext. 7200 or visit the web site at <http://www.umsi.edu/mediation>.

2002 PRESCRIPTION DRUG COVERAGE

The University of Missouri has announced that the PerX Select Express Scripts pharmacy network, including **Walgreens**, will continue to be used for the United Healthcare Choice Plus program in 2002.

Oral contraceptives will now be covered under the prescription drug program subject to the same deductible, coinsurance/copayments as all other prescription drugs. Pre-authorization by Express Scripts will no longer be required for non-formulary (non-preferred) drugs..

For more information, contact *Joann Westbrook* at ext. 5639.

EXIT INTERVIEWS

Employees who are leaving the University of Missouri - St. Louis (and supervisors of those employees) are encouraged to take advantage of our exit interview process. Exit interviews can be a valuable source of information for the University and can provide a forum for terminating employees to share thoughts or feelings that they may have been reluctant to discuss previously. Exit interviews are conducted by Human Resources and should take place during an employee's last week of employment. To arrange an exit interview for yourself or one of your employees, contact *Alicia Winchester* at Ext. 5258.

EMERGENCY PREPAREDNESS

The Emergency Operations Plan for the University of Missouri-St. Louis is currently being updated by Environmental Health and Safety and the UMSL Police Department. The primary focus of the plan is preservation of life, protection of property and continuation or restoration of essential functions in the event of a campus emergency. It is designed to work within the framework of the County and State Emergency Plans. You can call 911 or 5155 to report any suspicious activity or to ask about any situation on campus that seems out of the ordinary. If you have any questions concerning emergency planning or safety, contact *Al Wirt, Manager of Environmental Health and Safety at ext.5155.*

EMPLOYEES HONORED FOR SERVICE TO UM-ST. LOUIS

The following employees will be honored at the Staff Service Awards Ceremony on Friday, November 9th in the Millennium Student Center. We congratulate them on their years of service to the University. Their loyalty and dedication have made this a great place to work!

30 Years

Linda Callies, Music
Thomas Jones, Custodial Services
Gloria Leonard, Business Services
Norman Windsor, Chemistry

25 Years

John Burton, Facilities Services
Nancy Diley, Biology
Robert Easton, Facilities Services
Wayne Garver, Physics & Astronomy
Mary Ellen Heckel, Dean Grad School
Charles Kimball, Facilities Services
Gary Parks, Facilities Services
Gary Velders, Facilities Services
Joann Westbrook, Human Resources

20 Years

Sharon Biegen, Counseling
Mary Brown, Information Tech
Deborah Carey, Student Health Serv
Floyd Coffin, Athletics
Ruby Davis, Custodial Services
Gloria Lubowitz, Counseling
Catherine McNeal, Crim & Crim. Just.
Kenneth Newby, Facilities Services
Estella Rash, Univ. Child Develop
Barbara Schorp, Athletics
Ronald Schrum, Rental Properties
Linda Thompson, OEO
Rochelle Walker, Multi-Cultural Rel
Rebecca Walstrom, Optometry

15 Years

Chrisann Boyer, Information Tech
James Brady, Athletics
David Brown, Grounds
Donald Brozovich, ASD Auxiliary
Alan Crews, Facilities Services
Christopher Daniel, T. J. Library
Charlotte Hitchcock, Univ. Rel
Robert Malon, Athletics
Diann Prescott, Research Admin.
Lois Raley, Acad. Advising-Educ.
Thomas Royster, Facilities Plan
Denise Silvester, Athletics
Linda Stammerger, Information Technology

10 Years

Angeline Antonopoulos, Cont. Ed.
Ann Borgmeyer, Acad. Adv. - Bus.
Alice Canavan, Physics & Astronomy
Laura Diel, Mercantile Library
Janice Drewel, Acad. Adv. - Educ
Martha Fields, Custodial Services
Israel Grayes, Custodial Services
Carolyn Hutt, Custodial Services
Gordon Kerschmann, Chemistry
Joel Laws, Information Technology
Edward Mangner, Custodial Services
Janice Maston, Res & Extern Fund
Steven Miller, Facilities Services
Shanta Miller, Dean of Arts & Sciences
Sandra Morris, Graphic & Printing
Kenneth Rapsilber, Acad. Adv. - Bus.
Robert Ross, W. E. Barnes Library
Thomas Schaefer, Information Tech
Reinhard Schuster, VC Admin. Services
Timothy Swayne, Custodial Services
Dena Will, School of Business Admin.
Linder Williams, Disability Access Serv.

5 Years

Wendy Allison, Graphic & Printing
Franklin Arbeiter, MAMTC
Marcelyn Barnard, Univ. Relations
Marcel Bechtoldt, Information Tech
Edward Black, Facilities Services
Zansheree Blue, Optometry
Connie Bober, Dean School of Educ.
Brian Borgstede, Information Tech
Karen Boyd, Research Admin
George Brooks, Business Services
Aaron Burdine, UM-St. Louis Police
Katherine Burney-Miller, Social Work
Kathern Canda, School of Nursing
Susan Cerny, MAMTC
Kyle Collins, Information Tech
Darryl Crites, Information Tech
Lynn Davis, Anthropology

5 Years

Patrick Dollard, Graphic & Printing
Annette Dotson, Custodial Serv
Denise Franklin, Graphic & Printing
Thomas Gantzert, MAMTC
Debra Granger, Custodial Serv
Melissa Hattman, Admissions
Susan Hilton, Mercantile Library
William Hoss, Graphic & Printing
Billie Hume, University Relations
Thomas Kovach, KWMU
Roger Kujath, ASD Auxiliary
Thomas Lange, General Service
Joann Lanier, ASD Auxiliary
Al Marcus, MAMTC
Juanita Massey, Custodial Services
Dennis Opfer, Facilities Services
Ruthann Perkins, Dean of Arts & Sciences
James Petty, ASD Auxiliary
Richard Rabe, Continuing Educ.
Andrew Reinitz, MAMTC
Richard Reis, MAMTC
Susan Schepker, School of Nursing
Michael Schrand, KWMU
David Scott, ASD Auxiliary
Abdulgader Shuaib, Optometry
Anthony Smith, Custodial Services
Richard Stone, MAMTC
James Sturgis, Custodial Services
Christopher Sullivan, International Studies
Patrick Tansey, T. J. Library
Debra Tolstoi, MAMTC
Jimmy Trussell, Custodial Services
Kenneth Voss, Information Technology
Robbyn Wahby, Alumni Activities
Colleen Watermon, University Relations
Kathryn Welch, Counseling
Jeffrey Wherry, Childrens Advocacy
Preston Willbanks, Rental Properties
Paul Wilmarth, Faculty Instruc. Support
Charles Zoeller, Rental Properties