Greetings All!

Good news, first day enrollment numbers are up. Strong enrollment numbers are critical to the success of the University. This is also a good time to remember that we need to retain the students that are here. We should all ask ourselves what can each of us do to help retain our students, and help them complete their degree. To quote William James “Act as if what you do makes a difference. It does.”

The first Staff Council meeting was held in August and I would like to encourage you to get involved. There are a number of committees that are being formed to work on a variety of activities for the coming year. If you’d like to find out more, just contact your building representative or any other member on council.

It seems as if the hot summer days are starting to get behind us. With a break in the temperatures and the beautiful weather of late, I would encourage you to take a stroll around campus and visit your colleagues.

Chris Scheetz

President’s Message

Chancellor’s Award for Staff Excellence

The Chancellor’s Award for Excellence is given to employees who best demonstrate exceptional competence, commitment and customer service. Congratulations on a job well done to the following awardees and the many others who were nominated.

STAFF
Tony Clay, Service/Maintenance
Tina Saunders, Administrative/Professional
Carolyn Jones, Office/Technical
Volunteer of the Month-August

As a participant of the 2010 Service Academy Program-- Justin dedicated his summer to assisting the Office of Pre-collegiate Programs. "Justin has a strong work ethic that has defined him more than a student volunteer, but an asset to the Office of Pre-collegiate Program’s team! His positive attitude has made him a pleasure to work with and he demonstrated leadership skills far beyond his youth. Justin will be a value to any institution and employer that he has an opportunity to interact with."

Riverstars Employee of the Month

August Employee of the Month goes to Debbie Black, Administrative Assistant with the UMSL Police Department, for Positive Attitude.

Congratulations, Debbie!

Migrating to Microsoft Forefront

In the August 2010 Iterations newsletter, there was an article about UMSL migrating from Symantec Antivirus software to Microsoft’s Forefront Client Security (MFCS) software. This is just a reminder that UMSL will be making this transition by December 31, 2010. This change will only affect Windows computer systems. Over the coming months you will see a transition to your Windows system tray (lower right corner of your computer display); the Symantec Shield icon will be replaced with the MFCS’s green sphere icon with a white check mark. If you have any questions regarding this antivirus migration, please contact Chris Guzdial at 314-516-4035 or guzdialc@umsl.edu.

Windows 7 Workshops

All desktop systems delivered after July 1, 2010 will be running the Microsoft Windows 7 operating system. To get up to speed quickly on using the new features of Windows 7 you can participate in a Windows 7 workshop. These one hour sessions will cover new features in Windows 7 that could save you time and allow you to customize your computer’s desktop. You can register for a session at http://www.umsl.edu/training. When you login, click on the Browse Course Calendar icon to see details and register for an August or September session.

103 SCCB Friday, September 24th, 9AM-10AM

If you have questions, please contact Mary Brown at brownma@umsl.edu.
Meet the Staff Council—Debra Garcia

What is your position on the Staff Council?
Building Representative for SSB

Why is the staff association important to you?
There is greatness in creating new knowledge – a key component to community cohesiveness is sharing learned knowledge. The staff association serves as a vessel for such knowledge.

What is your position at the university?
Administrative Associate I for the Department of Economics

What are your hobbies and interests?
My life is ‘mi familia’ (my family). Although three of my four children are adults, they are still the greatest part of my life. Of the three adult children, I was blessed with a new addition a little more than a year ago when my son Markus married Dee Sherwood of Montreal, Canada. In preparation for scuba lessons, my youngest Kelli (14 and in the 8th grade) and I will be immersing into some rigorous swimming sessions for the next few months. You see, Kelli aspires to be a marine-biologist and attends SeaCamp in Mission Bay, San Diego every summer. This coming summer, in-lieu of snorkeling, she is determined to scuba-dive. And mom, well, she gets to drift along – for the scuba prep that is...

Outside of chatting with my daughter Jasmine about her daily college experiences, and waiting for my son Louis to breakout into an acting career, time is spent on my varied interests. I write poetry and song lyrics, and desire to learn to play more than the three chords I know on my guitar. I am a volunteer for the International Institute of St. Louis and a member of the Maryland Heights C.E.R.T. team. I also enjoy attending the various cultural events St. Louis has to offer, as well as Forrest Park and its great amenities. Having the great pleasure of growing up in Southern California, I thoroughly enjoy being in the open air and center my family’s leisure time around, weather permitting, outdoor-related activities.

My hobbies include: taking random candid photographs, designing and sewing wedding gowns for close friends and relatives, studying ancient cultures, and recording my parent’s childhood and 55 year marriage history.

During those rare moments when I find myself with just myself, I slowly walk the floors of the St. Louis History Museum - immersing into the imaginary of the past while contemplating its shaping of the present. The history I find most fascinating is that of St. Louis’ early 20th century mafia-related crime.

Along with my tri-annual travel to the beaches of Southern California, I have had a few spur-of-the moment trips to Vegas and Montreal. I have also traveled to Costa Rica and several U.S. states. Come July 2011, I anticipate being a spectator at the Pamplona Bull Run at the Fiesta de San Fermin in Spain.

As for the next chapter – as my family grows – so shall the adventures.
The Link

Healthy For Life Classes/Opportunities

Save the Date: Wellness Fair
*Healthy for Life* invites you to a Wellness Fair to promote Wellness in the Workplace. Come by the Millennium Center on Thursday, November 11, from 10am to 2pm, and get your health screening and flu shot.

Healthy for Life Newsletter
We would like to inform you that the *Healthy for Life* Newsletter has been unable to be distributed for the months of August and September due to an absence in the *Healthy for Life* office as well as some program changes that are being made. Look for our next newsletter in October and in the meantime visit our Web site at [www.wellness.umsystem.edu](http://www.wellness.umsystem.edu) for more information on *Healthy for Life* programs and activities.

Eat for Life Program-NOW ENROLLING
Discover the benefits of this innovative approach to weight management. This ten week program uses mind-body practices (meditations and yoga), the principles of mindful and intuitive eating, skills training, and group support to guide you in making lifestyle changes that will help you create a healthier relationship to your food, mind, and body. If you have a history of chronic dieting, have rigid “healthy” rules about eating, or find yourself eating when you’re stressed, bored, or unhappy, this may be the program for you.

**Online** orientation starts the week of September 20th with the class starting the week of September 27th. The program runs through week of November 29th. **Cost** is $50 with a $25 rebate for participation in 9 of the 10 classes.

*To enroll or for more information, contact Lynn Rossy at RossyL@umsystem.edu.*

Farmers’ Market
Rain and sunshine have brought a bounty of produce to our local farmers. Visit one of the many St. Louis area market’s:

- **Soulard Market (City of St. Louis Department of Parks, Recreation and Forestry)**
  730 Carroll Street, St. Louis, MO, 63104, **Phone:** (314) 622-4180

- **Downtown Tower Grove Farmers’ Market**
  Locust Street between 8th and 9th Streets & Old Post Office Plaza **More information:** [www.tgmarket.org](http://www.tgmarket.org)

- **Sappington Farmers’ Market**
  8400 Watson Rd, St. Louis, MO, 63119 **Ph:** (314) 843-7848

- **Ferguson Farmer’s Market**
  110 Church Street, St. Louis, MO 63135 **Ph:** (314) 524-1820

- **Kirkwood Farmers’ Market**
  150 East Argonne Drive, Kirkwood, MO 63122-4308

*For more locations, visit the **Farmers’ Market Directory.***
Changes in H.R. Policies

The University’s H.R. Policies provide a good overview of employee rights and responsibilities. Through its Policies, the University makes an important commitment to its employees to treat them well, provides a guide for how it expects them to behave in return, and identifies resources and mechanisms for them to address concerns. Effective August 20, 2010, the University announced several policy updates. These included two new policies:

**HR 501 Performance Appraisal:** This policy provides for all benefit-eligible staff employees to receive an annual performance appraisal. In conjunction with this policy, we urge all staff employees to take advantage of the self-appraisal process to review their responsibilities, expectations and goals, emphasize their accomplishments and strengths, identify areas for improvement, and make plans for career and personal growth. Self-appraisal forms can be found at [http://www.umsl.edu/services/hrs/current/appraisal.html](http://www.umsl.edu/services/hrs/current/appraisal.html).

**HR 413 Administrative Leave:** This policy provides a mechanism to account for employees’ time off on the rare occasions when they might be away from work at the request of the University.

The updates also included changes to several policies:

**HR 212 Call-in/Call-back/Standby:** This change increases standby pay to 1 ½ hours of regular pay for every 8 hours on standby and increases pay for hours actually worked after being called in or called back to 1 ½ times regular hourly wage.

**HR 213 Shift Differential:** For eligible positions, this change establishes one shift differential for evening and night shifts (currently .70/hr), reduces the length of shift to be eligible for shift differential from 8 hours to 5 hours, identifies eligible shifts as those beginning on or after 2 p.m. and before 4 a.m., and provides shift differential for call-in/call-back work within an eligible shift of 5 or more hours.

**HR 401 Holidays:** This change allows hours actually worked on a holiday to count towards hours worked for overtime purposes.

For additional policy updates or more information about HR Policies, go to [http://www.umsystem.edu/ums/departments/hr/manual/](http://www.umsystem.edu/ums/departments/hr/manual/) To review the University’s Collected Rules and Regulations which form the basis for many HR Policies, go to [http://www.umsystem.edu/ums/departments/gc/rules/](http://www.umsystem.edu/ums/departments/gc/rules/)
Holiday Schedule

The campus will be closed from Friday, December 24, 2010 through Friday, December 31, 2010 inclusive. The Christmas and New Year’s holidays are paid holidays. Employees may use accrued vacation or personal days (any combination thereof equal to four days) for December 27th, 28, 29, 30; or if no paid days are available, they may take those days as unpaid time off. Employees (exempt and Non-exempt) must account for all days off, whether paid or unpaid, which are not University paid holidays.

Bi-weekly paychecks will be direct deposited on Wednesday, December 22nd. Monthly paychecks are currently scheduled to be direct deposited on Thursday, December 23rd.

Staff Perks

Buy Your UMSL Smart Card NOW!

By popular demand, the UMSL Smart Card is available again to all students, staff, faculty, alumni and fans and consists of several different UMSL Athletics corporate partners to provide significant discounts off their products.

Smart Card participants and their discounts:
Penn Station – 10% off any purchase
Domino's – Oven baked sandwich, 20 oz soda & bag of chips for $6.99 (314-389-3030)
UMSL Bookstore – 20% off clothing and gifts (314-516-5760)
Breakaway Café – 10% off purchase (314-381-3554)
Krispy Kreme – 10% off at STL area Krispy Kreme retail locations
CNB Tire & Automotive – 10% off all products and services (314-428-2166)
Fast Signs – 20% of custom event banners and foam board signs (314-963-9830)
McDonalds – Buy one sandwich, get one free at Cool Valley location only (314-521-1062)
Sonic – Buy one Sonic burger and get one free OR buy one extra long Coney Dog and get one free
Marley's Bar and Grill – 15% off all purchases (excludes alcohol) (314-524-3277)
45 Minute Cleaners – 10% off all dry cleaning (314-427-9441)
Sweet Mama's Treats – 15% of all purchases OR buy any three products and get one free
Whalen's Bar and Restaurant – 10% off all purchases (excludes alcohol) (314-385-0829)

The cards are available for purchase at a price of $10 in the Athletic Department Office (225 Mark Twain) during normal business hours and at the UMSL Bookstore, or you can contact Joe Martinich at joseph.martich@umsl.edu, and he will arrange to get you a card. Dates have not been set yet, but during the next week or two the athletics department will also have a table in MSC to sell them.

Please contact the UMSL Athletic Department at 314-516-5661 for more information.
Save the Date

The “Blackout Game” is Friday Sept 17th at 7pm in Mark Twain Gym vs. when UMSL’s Tritons take on Quincy University. Free t-shirts will be given out that night and all staff and their families are encouraged to attend!
Find out about other Athletic events by visiting their website:
http://www.umsltritons.com/index.html

The Bottom Line

If you have questions, ideas or concerns about the Link or Staff Association, please contact Christopher Boyce, Link editor, at E-mail boycech@umsl.edu or come visit us online at http://www.umsl.edu/staff
2010 UMSL HOMECOMING
MEET ME AT THE FAIR

JOIN US FOR A WEEK FULL OF CELEBRATING UMSL!

Kickoff Fair  Shopping Cart Parade
Outdoor Movie  Step Show
Blood Drive  Greeks vs. Romans
Chili Dinner  Alumni Tailgate
Big Man On Campus  Triton Soccer
Triton Volleyball  Homecoming Dance

DETAILED INFORMATION TBA; VISIT 366 MSC FOR MORE INFORMATION

OCTOBER 18-23