March-April 2010

FROM THE DIRECTOR

I just received notice of a May 25th retirement reception for Mike Paden, UM Associate Vice President – Benefits. Mike is retiring effective May 31, 2010. He has been with the University since 1971 and has overseen the benefits function for the UM System since 1983. We owe a debt of gratitude to Mike for providing us with a comprehensive benefits package and keeping our benefits costs at a reasonable level for many years. We could always count on Mike to support our local benefits education efforts and for essential University-wide communication about benefits (see http://www.umsystem.edu/ums/departments/hr/benefits/ for recent communication about the effect of the healthcare reform legislation on University benefits and a summary of the results of the recent benefits survey). Over the years, Mike has resisted a number of attempts to reduce the quality of our retirement plan and to merge our benefits plan with an inferior state plan. It is always comforting to reflect on the fact that there are many people at the UM System who are watching out for our best interests. Mike was one of the best. Congratulations and best wishes.

Peter Heithaus, Director of Human Resources, University of Missouri-St. Louis

WELCOME NEW EMPLOYEES

Katherine Bockius, Sr. Clerk, Cashier’s Office
Wendy Cornett, Dir of Develop, Univ Advancement
Thomas Diehl, Dir of Development, Univ. Advancement
Stephen George, Assoc Dir of Development, Univ Advancmnt
Lawrence Frederick, CIO Assoc VC, ITS
Lucy Hubert, OSSIII, Educational Leadership
Veronique LaCapra, News Prod/Sci Reporter, KWMU
Jennifer Porter, Coord Prog & Spec Events, KWMU
Lisa Sturgeon, OSSIII, Precollegiate Programs
Raina Traore-Gress, OSSII, Continuing Education
Barbara Wilkinson, Assoc Dir of Development, Coll & Units
Kim York, Staff Nurse, University Health Services

PROMOTIONS/TRANSFERS

Brandy Kirn, OSSIII to Patient Svc Rep, Optometry
Brian Rails, Temp Admin/Prof to Mgr UMSL Apts, Housing
Charlene Williams, Sr. Clerk to Receptionist, Univ Health Svcs
The UMSL Riverstars Employee of the Month winner for January was Marie Steinbach. Marie is a Special Events Coordinator in the Touhill Performing Arts Center. Marie was chosen for the Works Well Under Pressure award. Comments made about Marie included, “Marie is constantly in communication with all of the faculty members about their forthcoming events at the Touhill and translates their needs into a language that makes sense in the production of events.” “Her events are always smooth and happy, and she is on the front line making sure of that!” “She approaches every event as if it’s the biggest day of the year and she deals with everyone as if they’re the most important person in the world. Nothing shakes her.”

The UMSL Riverstars Employee of the Month winner for February was Latishua Lewis. Latishua is a Student Development Coordinator in the Center for Student Success. Latishua was chosen for Performance Versatility. Comments made about Latishua included, “Latishua is very self-directed and rarely needs assistance at launching projects.” “She is a go-to person when you need something done quickly, efficiently, and correct.” “When it comes to teaching her courses, she has taken the route of honing in on motivation and teaching students self-reliance and independence.”

The UMSL Riverstars Employee of the Month winner for March was Chad Hoffer. Chad is a Student Development Coordinator in the Center for Student Success. Chad was chosen for Good Work Ethic. Comments made about Chad included, “Chad is the model employee.” “When Chad arrives in the office, he is prepared to work whole-heartedly.” “It’s evident that he is committed to helping students succeed.” “He volunteers his time even on Saturdays to assist with the mission of the Center for Student Success.”

Marie, Latishua and Chad received $100 gift certificates, commemorative plaques, and automatic nominations for the Chancellor’s Award for Staff Excellence.

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### EMPLOYEE OF THE MONTH WINNERS

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<th>Name/Department</th>
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<tbody>
<tr>
<td>Channon Bates, Precollegiate Program</td>
<td>5</td>
<td>Denice Beckett, KWMU Radio</td>
<td>15</td>
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<tr>
<td>Linda Sue Harrell, Cont. Educ &amp; Outreach</td>
<td>5</td>
<td>David Gellman, Instructional Computing</td>
<td>15</td>
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<tr>
<td>Kathy Kirkpatrick, Biology</td>
<td>5</td>
<td>Julie Gram, College of Optometry</td>
<td>20</td>
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<tr>
<td>Karen Wohldmann, Admin Svcs Aux Svc</td>
<td>5</td>
<td>Linda Oppland, KWMU Radio</td>
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<td>Trina Cutts, Business Svcs</td>
<td>10</td>
<td>Gloria Schultz, Admin Svcs Aux Svcs</td>
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<tr>
<td>Keith Robinson, User Services</td>
<td>10</td>
<td>Diana Rehagen, Cont. Educ &amp; Outreach</td>
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<td></td>
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<td>Carol Usery, Grounds</td>
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Policy Review

A number of policies are currently under review or deliberation for development by the HR Policy Committee. These include:

HR 213 Shift Differential – considerations include the redefinition of the eligibility period (moving from two shifts to one) and the clarification of what constitutes a shift differential eligible shift (number of hours and consecutivity).

HR 502 Grievance Procedures – considerations include changes to the mediation selection process and redefinition of grievance eligibility.

HR 508 Drug Abuse in the Workplace – considerations include the clarification of what employees are affected by the policy - extended to all employees.

(In Development) Post Offer/Pre-Employment Drug Screening – considerations include the mandated drug screening for new employees hired into “Health and Safety Sensitive Positions.” The final definition of what constitutes a “Health and Safety Sensitive Position” has not yet been fully determined.

(In Development) Performance Appraisals – considerations include mandating annual performance appraisals for all benefit eligible staff employees, recommending performance appraisals for non-benefit eligible employees, and granting the campus human resources offices the rights to define their related campus-specific processes.

(In Development) Administrative Leave – considerations include the development of an additional leave type; paid or unpaid administrative leave to cover absence from work on those rare occasions when an employee is absent at the direction of the University.

(In Development) Drug/Alcohol Testing Under Reasonable Suspicion – considerations include the development of guidelines, testing procedures and the requirement that all employees report for work and perform their duties without adverse effects due to the use of alcohol or drugs.

Erik Smetana, Manager of Compensation, Recruitment and Organizational Development is the campus representative to the University’s HR Policy Committee. If you wish to comment regarding the above-mentioned items, please contact him at henrysmetanae@umsl.edu or ext. 5381.