

SSRC MINUTES

Staff Relations Committee Breakfast with President Osgood

Tuesday, February 16, 1999; 8:00 a.m., Grinnell House

Participants: Russell Osgood, Dave Clay, Beth Meldrem, Bonnie Primley, Deb Chance, Mary Wells, Mary Kirk, Nancy Cadmus (chair)

Dave opened with questions. SRC asked about the status of the search for a Human Resources Director. Dave is currently working on this issue and no decision has been formalized.

Russell spoke of a new position in the Treasurer's Office, but nothing has been formalized. There will also be a new faculty secretary supervisor plus an additional faculty secretary, an additional position in Career Development, an expanded time commitment for the Associate Chaplain, and a web support person in Public Relations.

Open communication continued relating to employee grievance procedures regarding the current lack of a comprehensive policy which requires further discussion.

The budget was discussed. That it is important to understand the great responsibility of the college in "what we do with" the endowment percentage (40%) used as operating revenue. The budget line for all college employee salaries will increase 4.5 percent. Individual salary recommendations will be developed using existing practices. As in the past, there will not be an automatic, across-the-board cost of living adjustment. Salary adjustments at Grinnell College are calculated to reflect job performance and, over time, comparable market compensation. (synopsis of what was said in the meeting; directly paraphrased from Pres. Osgood's letter to the campus dated 2/16/99)

The computer upgrade was discussed. And the "phasing out" of the computer loan program. An announcement to the entire campus community is forthcoming, which will clarify the transition period and process.

The SRC members discussed sending out a request to all support staff on campus, to gather information from the entire support staff willing to participate. This request would be created by the SRC in the form of a questionnaire. It is the SRC's sense that only a few more outspoken people feel comfortable enough to bring up issues during the open staff meetings and the SRC would like to hear the voices of those who wish to remain anonymous. This request for information could then be sent to SRC members anonymously through campus mail. Or for those who do not require anonymity, their information could be e-mailed to the SRC. The form would request that the information given, be valid, constructive, and offer practical solutions when possible. Once the information is gathered, the recommendations or concerns will be put together in a comprehensive way and presented at the next SRC meeting.

A wage and compensation survey (focused on support positions) is being completed by Watson & Wyatt, a national compensation and benefits consulting firm. This firm is also completing a fringe benefits survey. Revision of the current support staff classification was discussed but no decisions have been made.

It was agreed that the SRC will need to send out notification to all staff about the upcoming Open Staff

Meeting during Spring Break. And that all nominations for the SRC elections should be turned in to any current member. Also, nominations will be taken at the Open Staff meeting. The notice should go out in the Campus Memo, and reflect in the minutes.

The next staff luncheon will be planned by the Business Office, Student Services, and the Rosenfield Program personnel.

The meeting was adjourned at 10:30 a.m.