

Staff Assembly Scoop

Volume 1, Issue 1

Fall 2007

Special points of interest:

- Get to know your Staff Assembly
- Staff Appreciation Ice Cream Socials
- Peer Advisor
- Outstanding Mission Award Winners and Nomination information
- How to contact us

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Welcome to the Staff Assembly Newsletter!

Welcome to the first issue of the Staff Assembly Newsletter! This newsletter will arrive in your mailbox quarterly and will keep you up to date on what's happening with your Staff Assembly.

Do you know what committees are represented by your Staff Assembly? Who should you talk to about Outreach or Service opportunities? What if you have a safety concern? The Staff Assembly is comprised of several committees representing a variety of issues on campus. Get to know your Staff Assembly!

The following are committees of the Staff Assembly. If you're interested in volunteering your time and expertise on one of these committees, please contact Krystal Burns at burns@its.gonzaga.edu or call her at ext. 6878. Elections for open positions are held in the spring.

Staff Assembly Officers:

Staff Assembly Officers consist of a President, Vice President, Treasurer and Secretary. Each position has a one year term, with the exception of the Vice President who serves as Vice President for one term then automatically moves to the President position for one term.

Staff Assembly Executive Council members serve a two year term. They, along with the Staff Assembly Officers, serve as the voting body for proposals, minutes and other Staff Assembly business. These members assist in the planning of the Fall and Spring Open meetings, and assist the Officers in moving the Staff Assembly in a direction consistent with the by laws and mission that govern the Assembly.

Staff Assembly Committees/Representatives:

Budget Committee members serve a two year term and sit on the University Budget Committee as a representative of the Staff Assembly. They review the University's budgetary needs and make recommendations to the VP for Finance. The University Budget Committee meets five to six times per year.

Community Service Committee members serve a two year term. This committee assists with the development, organization and management of community service activities, including but not limited to, the yearly United Way campaign, Habitat for Humanity, and other volunteer opportunities.

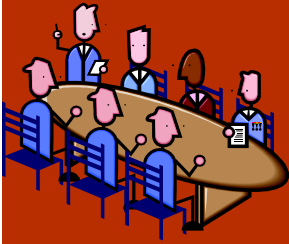
Community Outreach Committee members serve a two year term and assist with outreach to the GU community as a whole in support of activities pertinent to the mission of the Staff Assembly. This includes planning the Staff/Faculty Family Picnic, ordering and distributing the Anniversary Gifts, representing the Staff Assembly at New Employee Orientation, helping plan the annual Heads Up Gonzaga event, maintaining the Staff Assembly website, and producing this newsletter!

Compensation Committee members serve a three year term and address issues of compensation for staff and monitor changes in benefits that affect all GU employees.

Safety & Health Representative serves a two year term and addresses issues of occupational and environmental health hazards to promote safety and health in the workplace. This Representative attends the meetings of the University Safety & Health Committee.



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Staff Assembly Committees, cont'd.

Security Advisory Representative serves a two year term and meets with the Security Advisory Council to discuss campus safety and parking issues and makes recommendations to the VP for Student Life.

Space Committee Representative serves a two year term and reviews the University's physical space needs and makes allocation recommendations to the President for his consideration and approval via the University Space Committee.

Board of Regents Representatives serve a three year term and are chosen based on an application submitted to the Staff Assembly Executive Council. These Representatives attend all local Regent and joint Trustee/Regent meetings, attend Trustee/Regent Committee meetings as per assignment to these committees, attend any social events that they are invited to as a Staff Regent, and report on the Staff Regents' activities, concerns, and or other issues to the Staff Assembly Executive Council as appropriate.

Interested in any of these positions? Elections are held every spring for open positions. Watch your mailbox for more information, or contact Krystal Burns at burns@its.gonzaga.edu or at ext. 6878.

"You never know how far reaching something you may think, say, or do today will affect the lives of millions tomorrow"
-B.J. Palmer

What's on our plate?

Here's what the Staff Assembly is currently working on:

- Fall Open Meeting is scheduled for Wed. Nov. 28th from 11:30-1 p.m. in the Globe Room of Cataldo Hall. Look for more information soon.
- Conversation on Mission sessions to begin in January. These are a direct spin off from the last Heads Up Gonzaga event.
- United Way campaign still going strong. Turn in your forms and be entered into weekly drawings for prizes.
- Winter Break proposal is still being discussed. Data from survey is being analyzed.

If you have issues or concerns you'd like the Staff Assembly

to take a look at, please contact a representative today! Call, email or stop by the Staff Assembly Executive Council meetings held every 1st and 3rd Wed. of each month from 10-11 a.m. in the Road to Zanzibar Room of Crosby.



"A smile is the curve that sets all things straight"
-Phyllis Diller



Staff Appreciation Ice Cream Socials

What ever happened to the President's Staff Lottery drawing?

For the past 5 months, the Staff Assembly has been hosting Staff Appreciation Ice Cream Socials. Instead of recognizing just one employee per

month, we thought it would be better to recognize **ALL** employees each month. So the Ice Cream Socials were born.

Each month, on the **second Wednesday, from 2:30-3:30 p.m. on the lower level of Crosby**, you can find your Staff Assembly Representatives scooping out ice cream and sherbet (or other delicious

treats) for all to enjoy.

Plant Services employees who work graveyard or other 'off' shifts can stop by Plant Services on the second Thursday of each month at 7:10 a.m. or 8:10 p.m. for their treats.

So stop by for a delicious treat and 'get the scoop' from your Staff Assembly!

Peer Advisor Group up and running



The Peer Advisor Group (formerly the Employee Advocate Program) was created to provide employees with an additional resource to consult on a variety of workplace issues. The goal of the program is for employees to feel they are being heard and supported by an individual who can spend focused time and attention and who is not from, or representing, any administrative department but who can be viewed by the employee as neutral. The program was jointly developed by a sub-committee of the Staff Assembly and Human Resources, and is administered by a Staff Assembly Advisor

Liaison and Human Resources.

A current list of Peer Advisors can be found on the Staff Assembly website at <http://www.gonzaga.edu/staff>.

If you have any questions about the Peer Advisor Group, please contact one of the following individuals:

Dan Berryman, Assistant VP for Human Resources, ext. 6827

Marcia Bertholf, Staff Assembly President, ext. 3836

"We are not in a position in which we have nothing to work with. We already have capacities, talents, direction, missions, callings."
- Abraham Maslow

Outstanding Service in Support of Mission Award Winners and Nomination Information

The Staff Assembly is committed to recognizing individuals, nominated by their peers, students and/or faculty members, for their outstanding service in the mission areas of faith, justice, service, leadership and ethics.

The Outstanding Service in Support of Mission award recognizes individuals for their contributions to the essential work of Gonzaga at the highest level of excellence.

Last spring, this award was presented to 4 individuals based on meritorious service above and beyond the duties normally assigned to their positions. These individuals were Florence Robins, Al Tesdal, Mary Ann McDonald, and Gene Oltmann.

This award will be presented to two individuals, twice yearly. The Staff Assembly is currently reviewing applications for fall recipients.

Please consider nominating someone who is an inspiration, a community servant, an exemplary leader, caring and courageous, and truly a team player.

More information can be found on the Staff Assembly website at <http://www.gonzaga.edu/staff>.



6th Annual Staff/Faculty Family Picnic is a HUGE success!

The 6th Annual Staff/Faculty Family Picnic was held on August 1st this year and was a HUGE success. There were over 798 RSVPs, and although not all of those people showed up, there were still lots of people enjoying the activities. The Blvd BBQ provided a buffet of the basic bar-b-que entrees. David's Pizza was also on hand to provide a selection of pizza pies. Dessert was provided by Schwan's.

Labeled *Zagfest 2007*, there were lots of activities to engage in, from Bingo, inflatable Twister, a jumping castle, craft tables, massage tables, body art, and lots more. Even Spike showed up for the fun!

The entertainment this year was provided by the band, Manito. You'll be able to hear them again at the University Dinner and Dance scheduled for Saturday, Oct. 27th.

Planning is already underway for next year's picnic. If you would like to be involved, please contact one of the following:

Marcia Bertholf, ext. 3836
Krystal Burns, ext. 6878

Mary Beth Charleboix, ext. 6817
Stacey Chatman, ext. 4622

Autumn Kamalu-Nako, ext. 6592
Rozalyn Sippel, ext. 5658



Craft tables at the 6th Annual Staff/Faculty Family Picnic



Concerns? Please let us know what's on your mind. Contact us via one of the following methods:

Phone: 323-3836

E-mail: staff-assembly@gonzaga.edu

Web: <http://www.gonzaga.edu/staff>

Or stop by any Executive Council meeting. They are held the 1st and 3rd Wednesday of each month from 10-11 a.m. in the Road to Zanzibar Room of Crosby.

Looking to see what the Staff Assembly has been doing? Check out the minutes from each Executive Council meeting. They are posted on the Staff Assembly website as well as in the Public Folder in Outlook.

Each year is separated into a different folder, so you can go back as far as the 1999-2000 term to see how the Staff Assembly has progressed.

Check it out and see what your Staff Assembly has been working on for you!

Our Mission, Our Vision, Our Plan



Community Outreach Committee delivers Anniversary Gifts to staff

Wonder where that gift came from that mysteriously appears on your desk? Or are you wondering who that employee is who came to your office delivering an anniversary gift?

You've probably just been given your Anniversary gift from one of the Community Outreach Committee members. Krystal Burns, Mary Beth Charleboix, Autumn Kamalu-Nako, and Rozalyn Sippel have been playing Santa, so to speak, each month by delivering staff their anniversary gifts during their anniversary month.

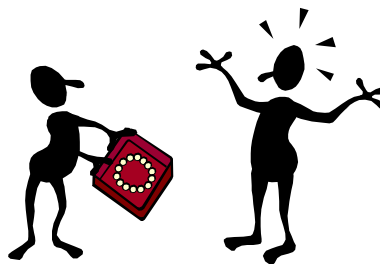
A few years back, the Staff Assembly decided to change the way that employees were recognized when it came to their anniversary here at Gonzaga.

Each year, every staff member will receive a gift in the month of their anniversary. Past gifts for non-milestone anniversaries have included a leather portfolio for all your important car information, a satchel with the

Gonzaga logo, and this year employees are receiving a stainless steel java thermos.

Those celebrating milestone anniversaries, 5, 10, 15, 20, 25, 30 years, etc., can expect to receive a little something extra special. But you'll have to wait until your anniversary month to find out what it is!

So if you find a little gift on your desk or chair, or if someone comes by and gives you a gift and says 'Happy Anniversary from the Staff Assembly', you'll know your Staff Assembly is thinking about you as you celebrate another year of working at Gonzaga.



Happy Anniversary!