

Staff Assembly Meeting

February 7, 2012

Meeting called to order at 9:00am

I. Budget presentation by Karen Leach

The budget process is in the “balancing” stage. No solid numbers to give the Assembly at this point.

Hamilton has a big heart with a huge mission. We want to have the highest quality education possible with and continue an ongoing connection to the college.

Affordability, people, facilities, and balancing resources for short and long term

Cash budget is \$115 mil per year.

Net tuition room and board is 65% or \$75 million. \$59 mil or 51% for salaries and benefits alone

Affordability – the list price cost that many students pay is just over \$53k plus books travel, but this does not pay for the entire cost of educating students. EVERY student actually gets some sort of grant from the College.

We use the Endowment to give the best quality to the most qualified students.

Financial Aid dollars come from “Legacy Support” – ALUMS and the endowment bringing in money. Students keeping a connection in the future...a big reason to have students connected to Hamilton for a lifetime. Need Blind Initiative: raising \$40 million in new endowment which will give us an additional \$2 million in financial aid

Going forward we will need a bigger portion of the endowment, making fund raising critical We provide a personal education and we all do it. Work hard/work smart, say Thank You to each other.

Student to Non Faculty staff ratio is 4.14 students for each staff member...VERY good

Competitive wages. Good or slightly better benefits (tuition benefit); competitive wage to the market. Our market is determined by WHERE we compete for that job. Regional = Non Exempt, M&O and some exempt staff...Staff salary surveys were last done in 2008 and we made adjustments upward to make them competitive in the region or nation depending on the job. Colgate, HCCC, Munson Williams, Resource Center for Independent Living, St. Lawrence University, SUNY-IT, Turning Stone Resorts and Casino, and Utica College responded to our regional survey. We look for national salaries, we look at a database called, COOPA HR data,.

FACULTY – AAUP collects data on faculty salaries and our goal is to be ranked 11th.

Wage pools and raises every year. We start the budget process in September by asking for budget requests; they are advisory to Karen Leach. Proposals then go to Senior staff for discussion. They look at June to June inflation rate in the Northeast. Also looking at stock market trends and the endowment, shape from there. This is not a science it is an art.

Health insurance is a continuing dilemma for the college. We must be good consumers and stay healthy to reduce costs. Any expense that rises faster than tuition is a problem

Facilities are important to the College. Each building last approximately 40 years before a complete renovation is needed. The Arts facilities will be completed mainly with gifts. (C&D is doing an incredible job)

Balancing Resources, it is our job to balance our resources...this generation of students should have the same resources as the next. Grow at a rate to support future students.

How WE can help – Best student experience possible. Finding efficiencies -- There are things that we are doing that we may to have to do longer. Can we do it cheaper, faster, better? Can someone else do it better for less. Get healthy. No excuses. THANK EACH OTHER!!!
And she thanked the Assembly.

Q&A for Karen Leach

Will there be a savings to the College due to the mild winter? We are ahead by about \$500k on utilities and will possibly save on overtime. We often generate a surplus every year...budget about a \$1million contingency. We are much underfunded in plant renewal. Should have \$12 million for annual plant renewal, currently have \$4 million. The overage can also go to debt service for the arts buildings.

When discussing the budget, does inflation include the volatile energy prices? It is the overall or consumer number.

One member said that the budget plan today seemed to be a set up as an apologetic budget that the College will not be giving a decent raise. No, the budget is not set at this point. We do give raises based on performance. Allocated in merit and other ways. We are attempting to meet and or exceed inflation. The assembly member wondered if the College planned to give raises so that people could continue to pay for everyday items like gasoline to get to work. Karen offered to speak on the topic with Assembly members one on one if there are issues.

Would the College ever consider allowing gas exploration on our land? Geologists who have looked into the possibility are saying there really isn't any gas under our land.

President Stewart commended Karen Leach on her humanity and determination to being transparent.

- II. Employment Related Problem resolution resources by Steve Stemkoski and Mike Thayer
Maureen took a moment to discuss the Ombudsperson and how we came to look at Human Resources avenues for problem resolution. What we need from the Assembly is feedback on whether or not what we have works.

Steve began his discussion on the options that we all have when problems or complaints come our way. Where do I go first and what are my choices as an employee? Steve explained the options as they are on the website. Sees them as a starting point. Went through each option and explained how they work. Did a detailed discussion on EthicsPoint since it seemed that the bulk of the Assembly did not recognize the process.

Discussed that Meredith Harper Bonham and Michele Paludi, visiting professor in Women's Studies, have been discussing sexual harassment and title 9 issues. Stay tuned for more info.
Horizon Health for assistance for ongoing issues in life.

Health Advocate for health care issues and insurance issues.

Questions? Do the M&O folks have access to computers to look at these options. Steve Bellona said that there are computers available for during break time and after hours.

- III. Introduction of staff assembly committees

Chairs announced committee members

Nominations: Tom Bourgeois, Brenda Davis, Joan Kane and Nikki Reynolds. Chair, Jay Bonham

Communications: Irene Cornish, Margaret Di Gennaro, Bobby Evans, Marianita Peaslee, Michele Reiser-Memmer, Yvonne Schick and Robin Vanderwall. Co-Chairs, Tony Poccia and Regina Johnson

Employment Environment and Professional Development: Don Croft, Kay Klossner, Madeleine La Cotera, Debby Quayle, Sue Senior, Chris Willemsen and Joie Yorke. Co-Chairs, Anne Riffle and Diane Brady

Ad Hoc Committee on Wellness: Karen Schaffer, Dana Krueger, Ruth Lessman, Rebecca Seifert, Judy May, Matt Fletcher, Bill Brower, Tim Hicks, Samantha Campione. Co-Chairs, Linda Michels and Amy James. Dave Thompson, ex-officio.

IV. Q&A

None

V. Announcements

Jeff McArn brought up the common reading committee. Want to change the focus of how the common read is seen. Announced the names of committee members and that they are in the process of choosing a book based on a theme, "Know thy stuff; The Meaning of Objects in Our Lives." How do we relate to these objects in our lives? Evocative Objects is the book currently being discussed. The Committee will also welcome any suggestions from the Community!

Amy James -- big thank you for donations to Waterville food pantry. We are going to be looking for suggestions in the future, please. Email ajames@hamilton.edu

RPJ