

Student Employment Advisory Committee

Meeting Date: 9/29/2005, 10:00 AM

Members present: Jacki Betsworth (Library), Gloria Ahlers-Uecker (Music), Toni Schrantz (Religious Studies), Jenae Schmidt (Student Employment), Deanna Cahoon (past-chair/Student Employment), Cindy Darrow (Campus Center)

Agenda items were reviewed and approved.

The meeting began with a brief overview of topics and goals SEAC will discuss this year, including those on the September agenda.

Additional topics to be discussed this year include:

- Academic Year End Date. The college has recently learned that we are operating illegally by allowing academic awards to be earned through commencement. Students must end work paid through academic year funding as of the last day of finals, which shortens the academic year by one week. The Business Office will have to adjust academic/summer budget formulas, and the paperwork will need to be filed at an earlier date. Graduation week will be paid at summer rates, which are higher.
- Student Employee of the Year – SEAC will fine tune the award process begun last year.
- Freshman Job Placement – to be addressed in early spring
- Banner implementation and its effect on student employment / financial aid offices
- National SE Conference – Deanna & Jenae will attend as our reps October 22-26, in Nashville.
- Increase SEAC's visibility on campus – A goal for each member and for the committee. (i.e., Toni plans to send minutes/link to minutes to her sector.)

Pay rate increases

Each fall, SEAC sends an annual recommendation to TFOB (Task Force on Budget) concerning whether student employees' pay rates should increase in addition to the automatic class year increase for the following academic year. The decision must be made before Mac begins to award freshman packages in November. Discussion:

- Increased pay rate without an increased total award may mean that more students earn full awards and request additional award funds.
- Departments who already hire @ full budget can't afford pay increases, and they also can't afford to lose student work hours.
- Students ask for increases across the board (int'l & US); others go without jobs. Should we reconsider allowing people to request award increases? Should we narrow criteria for when and why requests may be made?
- No-needs are still an issue.
- On-campus employment can pay at a lower rate than off-campus jobs and still be good for the student, because there are no travel costs.
- International Student award increases (significant in the last 2 years) drive the pay rate increase. Most internationals need and work their full awards.
- Paid preceptorships may also be skewing the process. Profs are more aware of students' job qualifications, less concerned about students' need or award status.
- Employers might prefer no increase, as it means fewer to train, more hours of work. Upper classmen already get a raise.

ACTION:

Unanimous recommendation: Keep the pay rate the same for 2006-2007. We will forward a letter to TFOB

elaborating on our reasons -- need for the work hours by large employers; automatic increase by class is already fair compensation.

Award Increases – discussion:

- This year, employers should be okay because of the shorter academic year; if pay rates increase, some employers will feel the stress soon.
- Anecdotal: small employers ‘want’ increases, but don’t always use them.
- Don’t take away an on-campus job by increasing someone else’s award!
- Colleges similar to Mac (i.e., Carleton) have higher award amounts. But self-help portion in other colleges is higher – Mac is very generous with the grant portion of its award.
- Mac meets full demonstrated need in loan, work, & grant. In general, increased award money means decreased grant money. (Loan stays relatively constant.) Students would work more, but the pot of \$ remains constant. Why add stress of extra hours to the already stressed freshmen?

ACTION:

SEAC will not recommend an award increase or take any other action this fall.

Deanna will track award increases for fiscal year 2005-2006 and report to committee at end of fiscal year.

SEAC will review and possibly make a recommendation for 2007-2008.

Stipend Changes – report and discussion:

- New policy beginning 2006-2007. The federal government changed the Fair Labor Standards last August, to make sure all receive fair reimbursement for actual hours worked. Financial Aid will meet individually with each department to work out appropriate details.
- SEAC may be asked to review job descriptions as the process moves ahead. Eventually we may be asked to review a renovation of the job classification system.
- RA positions are the most affected – free board = \$4,000 stipend. MAX center, mentors, etc., also face changes. The change will also affect some summer staff and may affect the HR paperwork required.
- Issue must be settled by JANUARY, so employers can hire with a full understanding how pay will work.

Job Fair changes – report and discussion:

- SE recommends NO job fair. The event has had low attendance, and many employers have been bypassing the process by informally pre-hiring.
- SE proposes moving to an ongoing online application process, coordinated through the SE office and accessible on their web page. They will have time to develop this project because a departmental change in software has streamlined other internal processes.
- Job descriptions for all campus positions will be posted online, and employers can submit postings electronically. Any student can apply for any opening at any time. Hiring would still be handled by departments.
- SE will seek input from: SEAC / Sectors as they proceed.
- Any campus site that is already posting from its own site (Library – others?) will be invited work cooperatively with SE, to ensure that sites are compatible and users aren’t confused.
- SEAC suggests the project be advertised as an “online job fair,” an improvement of the process and change in format.
- Suggest Online Job Fair kickoff on Feb 1st.

ACTION:

Toni will investigate whether Moodle has applications that could enhance the online job fair project.

Jacki and Deanna will talk more about online training software options.

Deanna will move forward with construction of online site & keep members posted.

Student rep opening on committee – discussion:

- One new student rep is needed. Since there is no official policy concerning nomination to this committee, SEAC will seek to fill it informally.
- Criteria: International representation would be good. Male? Sophomore standing or higher is preferred. Must be able to attend meetings.
- There is no budget – we couldn't pay a student to attend unless the employer's dept. picked up the tab.

ACTION:

All members are encouraged to submit candidate names to Jacki.

Jacki, Deanna, & Jenae will work to fill the opening by the October meeting.

Regular meeting time / Future meetings

ACTION:

All committee members who are not on Corporate Time are asked to contact Jacki with their availability asap, preferably no later than October 5th.

Jacki will set up a schedule of monthly meetings through May, 2006, and send notification to all by October 10th.

Jenae or Deanna will see if Doug Rosenberg could give us a few minutes next meeting to discuss the Academic Year End issue.

Respectfully submitted,
Jacki Betsworth