A Word from the NU Staff Advisory Council Chair

Fellow Northwestern Staff Members,

My name is Deb Cundiff and I am pleased to serve as the incoming chair of the Northwestern University Staff Advisory Council (NUSAC). I would like to thank the outgoing chair, Jason Grocholski, for his efforts and dedication over the past year. I would also like to thank all of the outgoing council members for their service, and I welcome the new members who have joined the council this year.

Fiscal year 2008 is shaping up to be a year of change. First, we say goodbye to Guy Miller who has retired from his position as associate vice president for human resources. Guy has been actively involved with the NU Staff Advisory Council for many years and we thank him for his contributions. We would like to welcome the new associate vice president for human resources, Pam Beemer. The members of NUSAC look forward to working with Pam to continue to improve the quality of work-life for Northwestern University staff. On a personal note, this is a year of change for me, as I have recently resigned from my position at the Feinberg School of Medicine, where I have worked for over 19 years. I have transferred to the Evanston campus to join the McCormick School of Engineering and Applied Science as associate director of research administration.

In the past year NUSAC has continued to work with the Benefits Department on the transition to the new online healthcare enrollment system and the changes in the structure of the healthcare plans. In the spring we conducted a detailed survey of staff and faculty to solicit feedback regarding the healthcare system. Please see the NUSAC web site for a summary of the results of the survey (www.northwestern.edu/nusac).

We look forward to an exciting and productive year. One of our objectives this year is to improve communication by soliciting more feedback from all members of the University’s staff. We welcome your ideas, opinions, and suggestions. We also plan to examine ways to improve and promote opportunities for professional development among staff. Remember, we represent you, so please let us know what topics are important to you! You can e-mail us at nusac@northwestern.edu.

The members of the NU Staff Advisory Council look forward to continuing to serve the needs of staff in the coming year.

Sincerely,

Deborah Cundiff
NUSAC chair
What’s NUSAC?

The new academic year is a new beginning and a new opportunity to get involved on a more meaningful level with the University. Here’s a quick reminder about who NUSAC (Northwestern University Staff Advisory Council) is and what we do:

Who we are: NUSAC is made up of 18 staff members (full- and part-time, exempt and non-exempt) coming from various departments/schools of the University on both the Chicago and Evanston campuses.

Who we are not: We are separate from Human Resources, Benefits, or the Staff Relations Committee.

Our mission: NUSAC is the voice of staff to the University leaders. We seek input, investigate concerns, and address issues that relate to staff. NUSAC formulates recommendations for the University administration and advises in decision making processes regarding staff concerns. NUSAC is dedicated to maintaining a positive work environment for staff and promoting excellence within the Northwestern community.

What we do:
• Meet regularly with the directors of Human Resources and Benefits in order to provide them with staff feedback and to learn information to pass on to staff
• Host brown bags on topics of interest to staff
• Host the President’s annual State of the University Address
• Solicit feedback from staff on what’s important to them (through surveys, e-mail)
• Co-host (with HR) the length of service awards/Employee of the Year luncheon
• Take on specific projects that will benefit staff

What you can do:
• Contact us to let us know what issues are important to you (e-mail NUSAC or contact a NUSAC representative)
• Attend NUSAC-sponsored functions and bring your co-workers
• Apply to be a member of NUSAC (applications available on our website)

It’s Flu Shot Season!

Flu shots will be available to Northwestern University faculty, staff and retirees at the times and places below. These injections are provided by Omega Occupational Health Services, a division of Evanston Northwestern Healthcare, and a provider of occupational health services to the University.

The price for the flu shot is $30. You must pay for your injection prior to receiving it and you will need to present your WildCard to identify you as a faculty, staff member, or retiree. You then present the payment receipt at the location where the injection is administered.

On the Chicago Campus:
710 North Lake Shore Drive, Abbott Hall, Facilities Management Conference Room, Suite 800, 8th floor:
Thursday, November 1, 10 a.m.-2 p.m.; Friday, November 2, 10 a.m.-2 p.m.; Thursday, November 8, Noon-4 p.m.

Purchase tickets for the flu shot at the Chicago Bursar’s Office in Abbott Hall beginning Monday, October 29th. The Bursar’s office hours are 9 a.m.-4 p.m., Monday - Friday.

On the Evanston Campus:
Norris University Center, 208 Armadillo Room: Monday, October 29, Noon-4 p.m.
Norris University Center, 101 Wildcat Room Tuesday, October 30, Noon-4 p.m.; Monday, November 5, 10:30 a.m.-2:30 p.m.; Tuesday, November 6, 10:30 a.m.-2:30 p.m.

Purchase tickets for the flu shot at the Norris University Center Box Office starting Monday, October 22nd. The box office hours are 10:30 a.m.-6 p.m., Monday - Friday.

To download the forms and documents for your vaccination, please go to the following link: http://www.northwestern.edu/hr/flushots.html. For more information, please call The Department of Human Resources, ext. 1-7505.

Off-campus options for flu shots include stores such as Walgreens, CVS, Target, and Costco. The flu shot is available for as low as $20 at some of these locations. Additional details are available on store web sites.
Open enrollment has come upon us AGAIN! The big event will take place October 22 thru November 9. Some key changes to look out for are:

- Health care plan premium costs
- First Commonwealth DHMO dental plan premiums and Blue Cross dental plan eligibility
- Short-term disability premiums
- Duration of long-term disability benefits
- 403b investment funds
- Reduced and portable tuition benefits

A full list of changes is available at http://www.northwestern.edu/hr/benefits/news/oe-highlights.pdf

The benefits department will host ‘Open Enrollment Information Sessions’ throughout October and November on both campuses. These sessions will provide answers to many of the questions you may have.

<table>
<thead>
<tr>
<th>Chicago Campus Sessions</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overview of Open Enrollment</td>
<td>10/29</td>
<td>12:00-1:30 p.m.</td>
<td>Wieboldt Hall, Room 109</td>
</tr>
<tr>
<td>Open Computer Lab Session</td>
<td>10/30</td>
<td>12:00-2:00 p.m.</td>
<td>Wieboldt Hall, Room 205</td>
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<tr>
<td>Hands-on Enrollment Assistance</td>
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<tr>
<td>Overview of Open Enrollment</td>
<td>11/8</td>
<td>12:00-1:30 p.m.</td>
<td>Wieboldt Hall, Room 109</td>
</tr>
<tr>
<td>Open Computer Lab Session</td>
<td>11/9</td>
<td>1:30-3:00 p.m.</td>
<td>Wieboldt Hall, Room 205</td>
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<tr>
<td>Hands-on Enrollment Assistance</td>
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<thead>
<tr>
<th>Evanston Campus Sessions</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Overview of Open Enrollment</td>
<td>10/31</td>
<td>12:00-1:30 p.m.</td>
<td>Norris University Center, Room 101B, Wildcat Room</td>
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<tr>
<td>Open Computer Lab Session</td>
<td>11/2</td>
<td>12:00-2:00 p.m.</td>
<td>Rebecca Crown Center, lower level, Room G593</td>
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<tr>
<td>Hands-on Enrollment Assistance</td>
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<tr>
<td>Overview of Open Enrollment</td>
<td>11/9</td>
<td>12:00-1:30 p.m.</td>
<td>Norris University Center, Room 202b, Northwestern Room</td>
</tr>
<tr>
<td>Open Computer Lab Session</td>
<td>11/9</td>
<td>12:00-5:00 p.m.</td>
<td>Rebecca Crown Center, lower level, Room G593</td>
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<tr>
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Other sessions may be added. Contact Human Resources or NUSAC if you would like HR to come to your school or department for an information session.

Don’t forget that the selection of benefit plan participation for 2008 will not be complete until you make your online selections using eBenefits. Any required documentation must be submitted to the Benefits Division by 5:00 pm on November 9th.

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**NUSAC Newsletter**

Please help us conserve trees! If you would prefer to receive your Northwestern University Staff Advisory Council newsletter electronically, please send us an e-mail at nusac@northwestern.edu and let us know! Or, if you would like to continue to receive a paper copy, let us know that too – e-mail us or send an intercampus letter to Lynn Steiner, Communications Committee Chair, at 710 N. Lake Shore Drive, Room 1205, Chicago Campus.

**NUSAC would like to thank these outgoing members for their service:**

Jason Grocholski, outgoing chair, McCormick School
Rebecca Griffiths, past chair, University Library
Shericka Pringle Jackson, School of Law
Jessica Abrams, Facilities Management
Clint Phillips, University Athletics
Donald Stephani, Office of Research Safety
Virginia Lorenzo, McCormick School of Engineering
Beth Van Riper, Feinberg School of Medicine
New NUSAC Members

NUSAC welcomes seven new members in 2006-07:

Clockwise from left: Joann Taylor, Anita Chase, Charles Palamore, Kyle Delaney, Rosie Miles-Jamison, Patricia Rodriguez, and George Nejmeh.

Interested in joining NUSAC? Download an application at www.northwestern.edu/nusac

George Nejmeh has been an NU employee and football season ticket holder for 16 years. He rides his bike everyday to his current position at the McCormick School of Engineering’s M.S. in Information Technology program where he is a program facilitator and has joined NUSAC because he is a team player who wants to make Northwestern a place where everyone wants to work.

Rosie Miles-Jamison has worked in Infectious Diseases (Department of Medicine) for 13 years, where she is a project coordinator. When she is not working, she’s traveling the world. Her sense of adventure extends to joining NUSAC because she wants to learn more about NU and become a greater asset to the Northwestern Community.

Charles Palamore is a service technician and has been in IT for 10 years. He is a collector of action movies and as a man of action wanted to join NUSAC to get more involved with the University.

Joann Taylor has been a senior research technician for Microbiology-Immunology in Medicine for the past 4 years out of her 25 total at NU. With her years of University experience, she hopes to address the concerns of research/laboratory staff and learn more about the Northwestern community outside of research. Her curiosity about the world that helps her excel in research also extends to her outside life where she enjoys exploring national parks, with Yellowstone being a favorite.

Anita Chase has been with NU for 3 years, the past two in the Medical Dean’s Administration as assistant to the vice dean and COO. Outside of work she is professional musician who performs solo and as the guitarist/lead vocalist for rock band, ½ Mad Poet. Believing in the value of networking and the desire to learn more about the workings of the University led her to join NUSAC where she hopes to help improve communication for staff.

Patricia Rodriguez is the assistant director for the Master of Science in Education (MSED) Program in the School of Education, and has been with the University for seven years. She enjoys working on teams and joined NUSAC to extend her understanding of how the university functions. Outside of her work, she enjoys running, meditates regularly, and loves learning about (and sampling!) domestic and international wines.

Kyle Delaney is associate director of marketing for the McCormick School of Engineering and has been with the University for two years. He joined NUSAC to continue to make Northwestern a great place to build a career. Outside of work he is an avid fan of the Butler Bulldogs.