

**Official Newsletter of
MASEA**

**Midwest Association of
Student Employment
Administrators Mission**

- To improve the professional services of those administrators and counselors who assist post-secondary students in securing employment.
- To inform members of trends in employment.
- To exchange ideas relative to the administration of student employment services.
- To serve effectively the interests and needs of students who desire employment to finance their education.
- To facilitate communications between educational institutions and employers of students.
- To encourage and promote educational programs which provide an opportunity for development of the individual student through an employment experience.

Inside this issue:

President's Points	1
Starting the AY with a Head for Safety	2
The Higher Education Reauthorization Act	3
This -N-That	4
Welcome New Members	4
MASEA Spring 2009 Conference	4
Volunteer Opportunities	5

President's Points

Hello everyone, it is once again that time of year where we all welcome our student populations back to campus for the fall term. It's always an exciting, and sometimes overwhelming, time in Student Employment!

Whether you are new to the world of student employment, or a seasoned veteran, this time of year always presents triumphs and challenges. Hopefully, as the fall term commences on your campus, you will experience more of the former than the latter.

As members of MASEA, we know that it is because of the efforts that you make on your campus that your stu-

dents will find triumphs within their student employment experiences.

But, if you find that you have a professional challenge that you aren't sure how to handle, think of your fellow MASEA members as a possible networking source for a solution.

There are a lot of members within our ranks that have been in the student employment field for multiple years and who would be glad to help you with your questions.

The annual MASEA conference is one place to help start building those networking contacts. The MASEA board will be meeting in early Oc-

tober at the site of our next conference, The Madison Concourse Hotel in Madison, Wisconsin, (pictured) to start putting the agenda together for our June 2009 conference. If you have top-

ics of interest, know the name of a dynamic speaker, or would like to

be a presenter yourself, feel free to forward that information to me or any of the other MASEA Board members.

Other ways to build networking contacts is to write an article for our newsletter, assist with the Student Employee of the Year Recognition, or serve as a state representative. Our volunteer form is attached to this newsletter to make it easy for you to get involved.

Remember, MASEA is your organization and we are interested in your thoughts, ideas, and participation.

**See page 2 for
2009 Confer-
ence Theme
Contest**



2009
Conference
Theme
Contest

Put your creative thinking caps on and help come up with a theme for this year's MASEA Conference.

Each year a theme guides the conference events. Last year, we used the theme, *Lighting the Way, One Student at a Time*.

This year, all MASEA members are invited to lend their creativity to come up with an appropriate theme. A committee will select the winning theme.

What's in it for the winner — besides prestige and bragging rights, the winner will receive a very valuable gift — Oh, okay it's \$25 ! But bragging rights is still good!

Email your ideas to the conference chair:
wendtb@uwgb.edu.

Contest Guidelines:
Must be received by October 1, 2008, from a 2008-2009 MASEA member in good standing.

**Starting the Academic Year with a
Head for Safety and
Security—
What Should The New
Student Employee
Orientation Include?**



We know that each new student employee should be oriented to their specific position and the employing department, including job functions, departmental policies, the work schedule, and expectations. But should orienting a new student worker also include these important topics to enhance safety and security:

**Campus Emergency
Notification System**

If your campus has introduced an emergency notification system, student employees should be made aware it. Some campuses are using an email, web broadcast, or voice-mail notification system. Be sure that student staff are included in such notices by your campus security or by their employers.

**The Family Educational
Rights and Privacy Act (FERPA)**

FERPA is a federal law that guarantees the confidentiality of student records. Student Employees must not, under any circumstances, release student information to anyone (including parents and employers), unless they have been instructed to do so by their supervisor. Students should be cautioned not to discuss student information with family or friends and to not check into student records unless required as a function of their job. Most campuses employing students have students sign an agreement not to violate the confidentiality of any student or the University.

Discrimination

It is essential that student employees respect the diversity that every individual brings to the campus. Law dictates that no person should be subject to discrimination

in any project, program, or activity because of race, color, religion, national origin, sex, age, sexual orientation, handicap or disability. Student staff should understand the seriousness of their behaviors and how they may impact others.

Sexual Harassment

As a member of the Student Employment Program, it is essential that students understand this sensitive issue. Sexual harassment is a form of discrimination that is both reprehensible and unlawful. Students should understand that engaging in sexual harassment will not be tolerated and that it is illegal.

Substance Abuse

One of the most important ways to ensure a safe work environment is to maintain a completely alcohol-free and drug-free workplace. Illegal use or working under the influence of drugs/alcohol is prohibited in all campus workplaces.

Student Conduct Code

All students and student supervisors should be familiar with their Student Conduct Code. If a student employee is believed to be in violation of the Student Conduct Code, on most campuses the student supervisor and/or Student Employment Officer may be called upon to file a complaint.

Remember—This may be the first work experience of many students. They may have limited knowledge of appropriate work behaviors; worse yet, they may have learned how to behave at work from watching television! Such students need our help to be successful, safe, and secure in the workplace.



**MASEA
Board of Directors**

Please contact any board member to see how you can get involved, to ask questions, or make suggestions.

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**MIDWEST ASSOCIATION OF STUDENT
EMPLOYMENT ADMINISTRATORS**

Page 3

**Higher Education Act Reauthorization -
Improving Access to Higher Education**

The American Council on Education has released a summary of the recent legislation reauthorizing the Higher Education Act. The following is taken from that summary-

On July 31, Congress completed reauthorization of the Higher Education Act (HEA) by passing the Higher Education Opportunity Act—five years late and after an unprecedented 14 extensions of the statutory deadline. The president signed the bill into law on August 14, 2008. Except for rules regarding relationships between higher education institutions and student lenders, the act does not address federal student loan programs, which were reauthorized and modified by the 2007 College Cost Reduction and Access Act. Although the act includes burdensome new reporting, disclosure, and other requirements, it reflects progress in that Congress was persuaded to reject yet more problematic proposals. As the bill is hundreds of pages long, this summary highlights selected key new provisions only.

The act addresses a number of topics related to campus climate and responds to recent, much publicized incidents on college campuses.

Federal student aid programs were revised extensively in the College Cost Reduction and Access Act of 2007. While the Title IV programs were not the primary focus of the reauthorization bill, the act contains a wide array of federal student aid provisions.

While Federal Work Study was reauthorized, little was mentioned in the summary, with the following exception:



Students with intellectual disabilities:

Flexibility is granted to waive Title IV eligibility criteria related, for example, to grant ceilings, need analysis and satisfac-

tory progress in order to make students with cognitive disabilities eligible for Pell Grants, Federal Work-Study (FWS), and Supplemental Educational Opportunity Grant (SEOG) funds.

The act generally reauthorizes provisions for six years, through September 30, 2014. To access the complete summary, visit: www.acenet.edu/e-newsletters/p2p/ACE_HEA_analysis_818.pdf

Question:

How do members get the most out of their MASEA membership?

Answer:

Get involved.

All MASEA members are encouraged to become as involved as they would like:

Attend Student Employment Essentials (SEE) training at our annual conference.

Contact the conference chair (wendtb@uwgb.edu) to see how you can help out at the conference.

Present a workshop.

Write an article for the newsletter to share your ideas.

Recruit a colleague.

Read nominations for SEOTY awards (p.m.odonnell@csuohio.edu).

Visit the MASEA blog.

Nominate members for other MASEA annual awards.

Contact any officer to learn how you can get more involved.

THIS—N—THAT

IT'S NOT TOO LATE...

The 34th Annual

NSEA Conference

"Ringing in a New Era:

Celebrating Our Assets"

October 20 - 23, 2008

The Sheraton Society Hill
Philadelphia, PA

<http://www.nsea.info/conferences.asp>

IT'S NOT TOO EARLY....

To Save the Date
MASEA 2009 Conference
June 14- 19, 2009

In the Beautiful Capital City of
Madison, WI.
Bordered by Lakes Mendota and
Monona, Madison is an historic area
with outstanding summer recreation.

Contact:
wendtb@uwgb.edu.

**Newsletter Contributions
Welcomed**

Send your articles and ideas to
p.m.odonnell@csuohio.edu

**Please Remember:
Membership**

DUES ARE DUE
\$35 Individual \$90 Institution

**A Warm MASEA Welcome To Some Of
Our Outstanding New Members**

Gisella Baker
Hawkeye Community College

Elizabeth Condon
Webster University

Susie Drake,
Illinois College

Lori Gelhaar
Kaplan University

Michael Kotchevar
Carleton College

Jennifer Mueth,
Fontbonne University

Julie Ruiz
St. Clair County Community College

Freddie Hostler Jr.,
Eastern Kentucky University

Anna Barner
Michigan State University

Nancy Dole
Eastern Illinois University

Shieila Duesterhaus
Illinois College

Debra Juker
John Carroll University

Jamie McEwen
Washburn University

Crystal Ponder,
Drury University

Cindy Seyfer
University of Iowa

Cathy Lundmark,
Olivet Nazarene University

Volunteer Application Form

It is the purpose of MASEA to:

- ◆ improve the professional services provided by professionals who assist post-secondary students in securing employment
- ◆ inform members of trends in employment
- ◆ develop and encourage communication among student employment professionals and this Association
- ◆ effectively serve the interests and needs of students who seek employment
- ◆ facilitate communication between educational institutions and employers of students
- ◆ present an annual conference, or other professional activities, which will serve as a forum to discuss current issues and problems and the future of student employment programs
- ◆ serve as a resource for individuals or groups interested in regional and state student employment practices and issues

Conference

Program Chair
 Program Committee
 Site Chair
 Entertainment
 Door Prizes

Moderator

Advertising
 Mailings
 Sponsor Solicitation
 Registration
 Audio/Visual

Web Page

Web Master

Student Employee of the Year

Coordinating
 Obtaining Plaques
 Mailing
 Selection Committee

Awards

Coordinating
 Mailing

Newsletter

Editor
 Mailing
 Newsletter Assistant
 Article Writer

Sponsorship

Coordinating

Board Positions

President-Elect
 VP for Membership
 VP Professional Development
 Treasurer
 Secretary

SEE Training

Certified Trainer
 Site Coordinator

State Representative

Contact me with available states

Your Information

NAME: _____

INSTITUTION: _____

ADDRESS: _____

CITY/STATE/ZIP _____

E-MAIL: _____

PHONE: _____

Mail or Fax this form to:

David L. Reseigh, Student Employment Services
Purdue University, 475 Stadium Mall Drive/Schleman Hall
W. Lafayette, IN 47907-2050
Phone: (765) 496-3919
Fax: (765) 494-6707