Staff Advisory Council Minutes
October 9, 2014
S206 Memorial Union
1:15 pm

<table>
<thead>
<tr>
<th>Attendance Record</th>
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<tbody>
<tr>
<td>Administrative/Professional</td>
</tr>
<tr>
<td>Kate Shipova - x</td>
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<tr>
<td>Ryan Adams - x</td>
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<td>Sean Brown - x</td>
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<td>Rebecca Bergfield - x</td>
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Chancellor Loftin; Vice Chancellor Operations, Gary Ward; Gary Allen; Vice President Information Systems
Tim McIntosh, HR, Christopher Sinkler, School of Medicine Staff Council, Gina Scavone, SAC Admin. Asst.

**Call to Order:** Steve Stockman called the meeting to order at 1:15 pm. The Council introduced themselves to the guests present at the meeting.

Gary Allen discussed changes coming across campus as mandated by Chancellor Loftin and implemented with the Division of Information Technology. Gary reported that in April 2014, Tim Wolfe reported to the University Board of Curators findings concerning IT from the recent Global Grading Systems review. There are 300 IT staff within the Division of IT (DoIT), and 300 more IT staff within individual schools and departments across campus. In addition, MoreNet has 80 staff. Chancellor Loftin is requiring a streamlining of IT operations as a part of the President’s mandate, with a streamlining of services offered, increased efficiency, and monetary savings being the goals.

Specific points of the President’s report to the Board in April were:
- moving towards a centrally coordinated IT model
- services offered at the current level with improvements
- savings to be rolled into research
- IT security of the utmost importance
- identifying areas that need additional IT staff

With these findings reported, Gary Allen and Chancellor Loftin have the following goals for campus IT, beginning immediately and implemented over the next twelve months. Gary is asking for the Staff Advisory Council’s assistance in communicating this to staff as Gary has presented this information to many Councils and departments already across campus. He acknowledged that in some cases, funds may not be saved, but instead, the level of need more accurately identified.
Specific goals are:
-Migration of IT salaries from the individual schools and departments to the Division of IT.
Allen noted that in many cases, departmental IT staff are supervised by those with a minimal level of IT experience or skill
-Monthly meetings of the Technology Advisory Council
-Increased formal mentoring and more clearly defined career paths
-Matrix reporting structure (staff will have departmental as well as DoIT supervisor)

Gary Allen reported the Truman School of Public Affairs and the School of Health Professions have already moved their IT staff into this proposed mode.

Currently, any IT staff job reclassification will now go through Human Resources and then on to DoIT for approval.

Allen reported that in May 2014, a comprehensive review of PeopleSoft systems began with alternatives being considered since the University has been using PeopleSoft for 18 years now.

The Council inquired about specific content being blocked for individual University employees. Gary Allen reported that rather than block or censure the employee, certain content has been and will continue to be blocked.

Allen was asked about software purchase. He replied all purchases should, but are not required, to be reviewed by IT for their effectiveness and usefulness. An example given was that there are currently several programs for reservations, room and event scheduling. Sometimes, individual schools and departments will have internal scheduling programs, for example, that may not function effectively with the Unions Reservations system already in place. There is no cost for pending software purchases to be reviewed by IT. Allen added that purchases from a new vendor now require that vendor to complete a new vendor questionnaire.

Finally, Allen was asked about mobile hotspots and Wi-Fi usage among University employees. He replied that this is becoming more prevalent and must be considered, but especially with regards to security issues.

Chancellor Loftin addressed the upcoming Open Staff Forum he will be holding next Wednesday, October 15 from 11:30 am until 1:00 pm at the Missouri Theatre. He wants all staff to be allowed to attend. Chancellor Loftin has asked staff who request assistance in logging on and browsing benefits options be assisted if they request it. For those interested in attending but not able to, there will be live streaming with questions and answers accepted. He wants every employee to be proactive in the upcoming Benefits Enrollment. Benefits selections are not automatic; employees must make benefits selections this year. He hopes for a good questions and answers session during the forum.
Gary Ward added that he wants to see zero staff defaulted into a preset health insurance package due to not participating in the enrollment. He asked the Council members to spread the word to co-workers about the upcoming 10/15 open forum.

Chancellor Loftin continued the discussion of IT changes coming across campus. He stressed that there should be no changes in how we do our jobs.

Chancellor Loftin was asked by a Council member about his thoughts on the current fiscal climate on campus. He replied that we are still required to offer the University System a 2% reallocation from the previous administration. Additionally, in April 2014, The University was required to return to the State of Missouri 4 million in funding.

On the positive side, the legislature did approve a 5% increase in GO funding, although this has not yet been released. Also, student enrollment is at an all-time high, with a significant increase in out of state students.

Chancellor reported that for this fiscal year, a 2% merit pools was suggested, with raises effective 9/1/14.

Loftin announced next week the Chancellors from all University of Missouri campuses will meet in Jefferson City to present capital requests to the legislature.

Here, improvements to the Lafferre complex is the most costly request, followed by the medical student learning center proposed for Springfield, Missouri.

Chancellor Loftin sees an Advancement focus ever increasing since funding from the State of Missouri will likely continue to decline. He was to impress among Missourians that the services MU provides really do enrich all lives within the State.

Gary Ward was asked about green energy on campus to which he replied Mizzou currently receives 20% wind energy. He noted that over the past 10 years, emissions on campus are down 47%.

He reminded everyone that the best energy conservations begins with the individual. Collectively, individuals being mindful of conservation will make the largest positive impact.

Chancellor Loftin closed with reminding the Staff Advisory Council to forward to him suggestions for ways of doing things better on campus. He hopes that MU staff will always feel they have a voice.

**Upcoming Meetings & Dates:**

October 15 – Chancellor’s Staff Open Forum Missouri Theatre Auditorium
October 23 – Title IX discussion
October 25 – Homecoming
November 13 – 2206C Student Center
December 11 – Holiday luncheon meeting at Plaza 900; second floor meeting room

**Minutes Approval:**
Rebecca motioned to approve the 9/25/14 meeting minutes with changes as discussed; Steve seconded. Motion carried.

**Secretary/Treasurer Report:** No news to report.

**Pending Business:**
Provost Search Committee – The interviews have concluded and an announcement of the new Provost will be forthcoming.
Shared Leave – Rebecca reported the final proposal is being reviewed by Karen Touzeau. Rebecca will present this to the next meeting of the Human Resources Council.
Global Grading System – No additional news to report.
Benefits – No news to report.
Accreditation Task Force – No news to report.
Budget – Becky will share the updated 2014 budget at the next Council meeting.
Reaching Out to Staff – Christa and Gina will meet soon to move forward with communications for staff break rooms and bulletin boards.

**New Business**

Steve reported two shuttle vans have been arranged to transport staff round trip from the General Services Building to the Missouri Theatre on Wednesday, October 15 for the Staff Open Forum. Staff will need to sign up at the GSB or contact the Staff Advisory Council by email or phone.

Steve thanked the Council members who volunteered at the recent Sustainapalooza Event.

The Council discussed purchase of table linens at a rate of $7 each since last year, the Council rented table linens for $4 for several events. Steve may be able to find a lower rate for purchase. Sean suggested Council consider costs for cleaning the linens. The Council discussed possibly ordering one or two table cloths with the Council logo imprinted. Christa will check into costs for having these made for the Staff Advisory Council.

Steve shared an email sent to Becky today announcing SEC Nation’s interest in a live broadcast from the Francis Quadrangle on November 1.

**SAC COMMITTEES:**

**Service Champions/SAC Salutes:** Jan reported the August Service Champion, Todd Winterbower, was presented his award yesterday. There was no September 2014 Service Champion selected due to no nominations. There are currently 25 new nominations on SharePoint for the committee to review. Gina will check with Tammy Browning to obtain a list of nominations for SAC Salutes recipients. These will be posted on SharePoint.
**Elections:** Sean reported contacting a staff member to fill the open Administrative/Professional spot on Council who is favorably considering a term. Sean will update the Council following their decision.

**Staff Interest/Ad Hoc:** Chrissy reported two remaining openings on the Chancellor’s standing Committees. The Campus Facilities Planning Committee has an opening which Ryan volunteered to fill. The Capital Review Committee has an opening which Jan volunteered to fill. Gina will notify Linda Kaufmann in the Office of the Provost with these volunteers. Linda will send the formal invitations to them with their terms.

**Publicity:** Christa and Gina are working on two mass emails. The first will be sent Monday, October 13, to all campus staff announcing the October 15 Chancellor’s Staff Open Forum with a detailed flyer attached. The second email will be sent to Joey Riley to distribute to the building coordinators across campus. It will detail the Open Forum as well as have the flyer attached.

**Fundraising:** Steve reported the Council will work at a concessions stand at an upcoming basketball game. The date and additional information will be announced soon.

**SPECIAL COMMITTEES:**

**Staff Development Awards/Education Awards:** No news to report.

**Intercampus Staff Council:** No news to report.

**Capital Review Committee/Space Planning:** No news to report.

** Civility Committee:** No news to report.

**Sidewalk Safety Committee:** No news to report.

**Staff Compensation Task Force:** No news to report.

**Adjournment:** Rebecca motioned to adjourn the meeting at 3:05 pm. Duff seconded. Motion carried.