Staff Advisory Council Minutes
March 13, 2014
2205 A & B Student Center
1:15 pm

Attendance Record

<table>
<thead>
<tr>
<th>Administrative/Professional</th>
<th>Crafts/Maintenance</th>
<th>Office/Secretarial</th>
<th>Technical/Paraprofessional</th>
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</thead>
<tbody>
<tr>
<td>Kate Shipova - x</td>
<td>Mike Laughlin - o</td>
<td>Becky Stafford - x</td>
<td>Christa Keers - x</td>
</tr>
<tr>
<td>Jimi Langley - x</td>
<td>Ryan Adams - x</td>
<td>Dayla Botts - x</td>
<td>Jan Judy-March - x</td>
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<tr>
<td>Sean Brown - x</td>
<td>Steve Stockman - x</td>
<td>Pam Cooper - o</td>
<td>Jim Knapp - x</td>
</tr>
<tr>
<td>Rebecca Bergfield - x</td>
<td>Joseph Kingsbury - x</td>
<td>Chrissy Kintner - x</td>
<td>Tammy Browning - x</td>
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Rhonda Gibler, VC for Finance Todd Mackley, Assistant Director, Budget
Gina Scavone, Council Admin. Asst. – x Jennifer Doty, School of Medicine Staff Council

Call to Order: Chair Becky Stafford called the meeting to order and welcomed guests, Rhonda Gibler, Todd Mackley and Jennifer Doty. The Council introduced themselves to the guests.

Rhonda began by reporting on recent administrative changes within MU Finance, Budget, Business Services and Accounting Services requested by Chancellor Loftin. These units will be working more closely together and will report to her. She will work closely with fiscal managers from these units.

She gave an update on MU’s 5 year Strategic Operating Plan. A major area of focus concerns MU’s ranking within the AAU. We appear staff heavy, but this is primarily due to the staff required at the Hospital and Clinics. Most of our peer institutions do not include Schools of Medicine, Nursing and Veterinarian Medicine. In addition, our faculty is compensated at nearly the lowest level comparatively. Also, our number of tenure track faculty is at a flat level with no growth. Another area of focus within the 5 year Strategic Operating Plan concerns a five million dollar expense backlog for facilities maintenance.

With regards to the budget, Rhonda reported 2015 will be planned for conservatively, hoping for a 3% increase in state appropriations. Since 2013, MU now has to request specific amounts of funds annually, based on the 5 year Strategic Plan needs.

An interesting fact Rhonda gave is that MU has only 6 true peer institutions nationwide that include a reactor, vet school, medicine and nursing schools, law and journalism schools.

Chancellor Loftin has stressed that our goals will always be in order to keep students first and research second but frequently these priorities go hand in hand or overlap.

Rhonda was asked about a raise pool. She reported gone are the days of a fixed or across the board raising pool. Each department, school or division will have to appropriate the funds they have for this purpose.
Administration has asked each area to pull out 2% for strategic plan costs.

Jim inquired about cost shifting. Rhonda said this is a natural tendency, but there will be a point in the near future where you don’t have anywhere to shift the expense to.

A conservative, good steward approach is always the best, Gibler added. “We shouldn’t use more than it takes to do it and do it well. We should always keep the greater good in mind.”

She encouraged everyone to be patient during the coming year(s), and added she likes to think of the new challenges in terms of the saying, “you can’t step in the same stream twice”, explaining, you may be doing the same thing in the same place, but because the times are different, it will be done a slightly or maybe significantly different way.

Rhonda reported that across the board savings goals are being discussed with incentives awarded when these are met. An illustration might be, if the campus were to set and meet an energy savings goal of say, 5%, there might be incentives awarded across the board to each department, division and/or school.

**Upcoming Meetings & Dates:**
- March 27 – This meeting falls during Spring Break week. The Council voted to move it to Wednesday, March 26 and hold an informal meeting at Shakespeare’s pizza.
- April 10, 2206 Student Center.

**Minutes Approval:** Rebecca motioned to approve the 2/13 minutes with a couple of changes; Steve seconded; motion carried. Jim motioned to approve the 2/27 minutes with a couple of changes; Jimi seconded. Motion carried.

**Recorder’s Report:** Becky and Steve met with Gary Ward recently and mostly discussed upcoming Staff Recognition Week. Gary estimated the costs of renting tables and chairs from Campus Facilities for the Staff Luncheon to cost approximately $750. Steve reported there is a possibility the Mizzou Rec Center will have tables and chairs available to help avoid this expense. Becky added the SAC Executive Committee meets with Chancellor Loftin and Gary Ward in the morning.

**Pending Business:** Steve reported he has arranged for a one week stay at a beach home in Gulf Shores during the last week of August 2014. This will be a raffle item. Council has to pay $400 for this, but Steve hopes to sell tickets at $10 each, hopefully making a sizable profit.

**New Business:**

**Old Business:** Rebecca Bergfield reported the survey is out. Gina will check with the Division of IT on the distribution lists used to send it to staff since Jennifer Doty from the School of Medicine reported not receiving the email survey. Becky reported that it is possible for the survey to be taken multiple times from the same computer.

**SAC Committees:**
**Staff Recognition Week committees:**

**Staff Recognition Week Awards:** Rebecca announced the seven award announcements are underway with the last being made March 31.

**Staff Recognition Week Ceremony Committee:** Christa will meet with Gina and Mizzou Publications to get the Ceremony programs underway.

**Staff Recognition Week Events:** Steve reported Mizzou Rec has offered the use of its facilities for the staff luncheon. In addition, they will offer exercise classes to staff such as yoga, cycling, Zumba and power pump during SRW. A basketball tournament is being setup and possibly volleyball and others. The 5k run will not be held this year because there won’t be enough Council members available to man the event.

Steve reported the lunch will be pork tenderloin obtained from MU meat lab. He is working with Culinary School students for the sides; possible slaw and baked beans.

Becky reported having arranged for a dual dunk tank at no cost to Council. Council discussed charging a nominal fee, maybe $1 for three shots at the dunk tank.

Steve will ask the Civility Committee and Diversity Office if they would consider helping sponsoring the annual Ice Cream Social.

There will be a breast cancer awareness table set up at the fun day.

Steve has arranged for two live bands that day as well.

The Staff Council will partner with Tiger Pantry, asking for optional food donations for staff attending the lunch.

Rebecca reported Administrative Services is covering the costs of the tables cloths for the annual Arts & Crafts showcase. She reported a nominal fee will be charged by Missouri Unions in order to have snacks during this event. Council will check with Sean regarding options for snacks. Steve will also ask Healthy for Life if they might be willing to help sponsor healthy snacks for this event.

**Staff Recognition Week Door Prizes:** It was suggested that next year, corporate donations be requested in December, with local donations being requested in January.

**Staff Advisory Council Sub Committees:**

**Service Champions/SAC Salutes:** Becky shared that a nomination came in from a staff member from Printing Service for that unit to receive the SAC Salutes award. Council voted by a majority to give the Spring 2014 SAC Salutes Award to Printing Services.
**Elections:**

**Staff Interest/Ad Hoc:** Chrissy reported three new vacancies have been filled. Stephanie Toigo will serve on the Status of Women Committee. Nick Balser will serve on the Retiree and Benefits Advisory Committee. Scott Noble will serve on the Family Friendly Task Force Committee.

**Publicity:** Steve reported his committee will prepare a mass email to send to staff soon regarding the March 26 Shakespeare’s Pizza Fundraiser.

**Staff Development Awards/Education Awards:** Becky reported the spring 2014 round will be a little shorter than average. Gina rescheduled the funds availability date from May 15 to May 5 to allow time to assist staff with travel arrangements before the rush of Staff Recognition Week. Gina will get the applications uploaded to SharePoint as soon as they arrive to allow the SDA Committee as much time as possible to review and score the applications. The deadline for this round is April 10.

**Intercampus Staff Council:** This group met March 5th. Steve reported succession planning and mentoring was again a focus. Jill and Greg Holiday are the system contacts for this.

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

**Civility Committee:** Gina distributed posters sent by Jan from the Civility Committee. Gina also, sent an email version of this printable poster and information forwarded from Jan about upcoming events.

**SPRAC:** No news to report.

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

**Staff Compensation Task Force:** Becky reported the Task Force’s next goals is succession planning and mentoring and ties in with the intercampus council report above. Becky reported that the online Mizzou Alumni campaign did not offer staff an option to donate to the new Excellence Award fund, but she was told the paper copies that will be distributed to staff will include this option.

**Adjournment:** Jimi motioned for the meeting to adjourn at 3:25; Jim seconded. Motion carried.