

Staff Advisory Council Minutes

January 12, 2017

MU Student Center 2205 A&B

1:15pm – 3:00pm

Attendance Record			
Administrative/Professional	Crafts/Maintenance	Clerical/Office	Technical/Paraprofessional
Melissa Ingram – x	Duff Bergendahl – x	Liz Beal - x	Christa Keers – x
Julie Loftin – x	Brad Sharp – x	Dayla Botts – x	Jan Judy-March – x
Sean Brown – x	Steve Stockman - x	Carol Heffner – x	Rachel Waggoner – x
Rebecca Bergfield - x	Eric Henley - x	Chrissy Kintner - x	Tammy Browning – x
Tim McIntosh, Manager, Executive Initiatives, Tracy Fuemmeler, Senior HR Consultant, Amber Phelps, HR Specialist, and Caroline Murphy, Onsite Nurse Liason - guest speakers			
Alisa Petty – SAC/OSAIV			

Call to Order: Chrissy called the meeting to order at 1:16pm. Chrissy introduced Brad Sharp with Energy Management, the new SAC member who is replacing Tim Sallee.

Guest Speaker(s): Tim McIntosh, Manager, Executive Initiatives and Tracy Fuemmeler, Senior HR Consultant – They are hitting all of the constituency groups on campus to get an understanding of what they're looking for in a new chancellor. As of now, they have formed a search committee, which consists of 22 members. The cost for the search will be approximately \$200-250k which includes the firm's flat fee, time, expenses, travel, etc. Tim took questions from the council first – 1. Why spend the money on a firm and create a search if everyone is happy with the current interim. Per Tim, it is a best practice and standard to open the position and search for candidates. The firm can reach national and international pools of candidates, which the University cannot reach, and has expertise pertaining to the specific job/candidate search. 2. Is there a time limit on the search? Not really, it would depend on a large number of variables to set a deadline. 3. Is this the same search firm used to find the last chancellor? No, but this is the same team used for the president search. 4. Is there a timeline? Per Tim, they will show the timeline to the search committee first, at their meeting 1/26/17 and then the webpage will have updates and timeline posted. 5. Once a candidate is hired, how long will it take to get them into the position? According to Tim, it is dependent on the candidate, but it can typically take 2-4 months to get a person into the new position. 6. Where does the money to pay for the search come from? The University has a "needs" list and the money is coming from different places as needed. 7. Do we know who the potential candidates are at this time? The committee cannot talk about the names of individuals nor the number of candidates at this time. Tim asked the council what experience/traits/characteristics are important to look for in a new chancellor. Some feedback: 1. Experience working with staff-at-large; someone who has not been academic their entire career, someone who'll interact with staff and is willing to admit if they don't know the staff side, but is willing to work with staff; someone who recognizes it's not just about faculty and students; help increase AAU standing and help push us forward, bring in more students and the right researchers and faculty; someone who can bridge the gap between corporate and academics, with a strong business sense, but with understanding of an academic institution; they have to be visible, personable, able to talk with businesses, donors, alumni, etc; someone who is able to tell our story, how good we are and what we do at the University, etc. and with the communications skills to do that – someone who is willing to learn or already knows our story; someone who can guide us through our mission, not keep taking different directions in order to move forward; someone who has an open door policy and is good at putting together a good team to work with and around them. The following are some important priorities according to members of the SAC: Make us look good again; boost morale; put people first; look at waste and inefficiency (especially regarding time); work on community presence; willingness to take charge and own decisions; look outside the box and generate income; continue the open book style of management; be the genuine article, open,

honest, consistent; provide development, build up the people. Per Tim and Tracy, they will be sending a form out to campus to gather some more input like this and there will be a campus open forum as well as the constituency group meetings.

Amber Phelps, HR Specialist and Caroline Murphy, Onsite Nurse Liason – Healthy for Life was created in 2007 and the Culture of Health was established in 2012. They want to change the culture of the work environment to promote healthier lifestyles at work and promote well-being. Amber discussed some services that are available to faculty, staff, and retirees such as meditation, stress reduction, walking challenges, online courses through MyLearn, financial well-being courses, and the Wellness Ambassador program. They want to change awareness of programs like these which are available to staff. Amber is currently working on creating some office hours and she is willing to meet with departments to watch videos as a group and assign wellness points for the attendants. This is one way to try and help be accessible to “non-office” staff who do not have the regular use of a computer. They are also working on getting a new system for ease of use. She asked SAC for some feedback and some members mentioned that the old dashboard set up was easier to use than the current system and they discussed maybe setting up traveling hours (like the Provost) so people can stop by and get information. Amber is also willing to go into departments to give information and help, there are a lot of programs that staff can take advantage of. Caroline spoke about her role as the onsite nurse liason for United Health Care. There are 50 free resources and programs online and she can help staff get enrolled in those programs. She can also help members of staff find a primary care doctor for their needs. She is going to be scheduling lunch & learns on campus.

Upcoming Meetings & Dates:

- January 26, 2017 – 2206 C MU Student Center
- February 9, 2017 – S204 Memorial Union – Barb Hammer (Director MU Disability Center), Amber Cheek (Disability Inclusion and ADA Compliance Manager), Jason Rollins (Associate Director Strategic Communications), and Abbie O’Sullivan (Associate Director IT) – guest speakers
- February 23, 2017 – S204 Memorial Union – Jim Sterk (Athletic Director), meet & greet & open discussion
- March 9, 2017 – S204 Memorial Union – Brittani Fults (Education and Prevention Coordinator with the Office for Civil Rights and Title IX) – guest speaker

Minutes Approval: Minutes for 12/08/16 were discussed. Duff motioned to approve, Dayla seconded. Motion carried.

Secretary/Treasurer Report (Dayla): The Executive Committee met with Gary Ward, Hank Foley, and the coffee group and at all of the meetings, they discussed parking, open book management, and the chancellor search committee. Gary’s plan with parking and transportation is they are hoping to have everything finalized with changes and everything by Fall 2018, including rates. He’d like everyone to start talking about changes that are coming to parking and transportation. They’ve removed the parking meters in Turner garage. They want to have a bike/ride share program in place by Fall 2017, they have to find ways to make campus less congested. They might open more reserved spots, for possibly around \$80. They are also trying to work with the city to try and get the metered parking off the street to help reduce congestion.

New Business:

No new business.

Human Resources (Makele): HR rep not present.

STANDING COMMITTEES:

Service Champion (Eric): The December presentation is scheduled for next week.

SAC Salutes (Eric): The presentation for the Winter 2017 recipient is scheduled for next week.

Marketing & Communications (Christa): Nothing to report. There is a meeting coming up.

Reaching Out to Staff (Christa): Nothing to report.

Fundraising (Steve): Nothing to report.

Staff Recognition Week:

- **Arts & Crafts (Rebecca):** Rebecca sent out an update on her committees prior to the meeting. There is now an open space on this committee, since Tim is no longer on the SAC. Chrissy asked that everybody consider this and the opening on the Staff Interest AdHoc Committee as those will need to be filled at a future meeting.
- **Awards (Rebecca):** Rebecca sent out an update on her committees prior to the meeting. Dayla mentioned that Chancellor Foley is willing to host the reception at his residence on Monday evening.
~Donna Stearns Award – Nominations will be kept to current SAC members for the time being. There was some discussion on what the Donna Stearns Award is and who it applies to as several people were confused. The committee will potentially meet to discuss this in more detail.
- **Ceremony (Tammy):** Planning for the ceremony has begun. Admin will send save-the-date emails to platform members to try and hold time on their calendars.
- **Events (Dayla):** They have meetings scheduled with Mizzou Rec and Campus Dining. They met with HRS and discussed the classes. They're going to try and do 3 days of classes, 5 or 6 hours per day. The Fun Day will be Tuesday and the luncheon on Wednesday.
- **Online Auction/Education Award (Steve):** Letters were sent out to businesses. Steve is going to compose an email to send out to those businesses who prefer an email. Duff and Jan are going to step in and take over a bit to help Steve.

Education Award (Tammy): Nothing to report.

SPECIAL COMMITTEES:

Building Coordinator Report (Steve/Chrissy): Nothing to report. Moved to pending until they meet again in the spring.

Staff Development Award (Julie): Nothing to report.

Intercampus Staff Council (Chrissy/Sean): ISAC met on 12/21/16. Kelli Holland, the HR rep, spoke about the dependent audit, which will come out in February. The audit could potentially save \$3-10million when the update is complete. They estimate that dependents will need to be updated every 3-5 years. MyHR is going through a redesign and they were able to get a preview. UMSL has their Provost search narrowed down to 2 candidates at this time.

Campus Space Planning (Chrissy): Nothing to report.

Campus Facilities Planning (Eric): Nothing to report.

Capital Review Committee (Jan): The committee met on December 14th. There are plans in SharePoint for review. The plans for the greenhouse facilities were 3 phases, but they are going to try and complete

in 2 phases to try and save money, currently about \$30million. They want to make changes the south side of the football stadium. It will be \$75million for phase 1 and there might be a phase 2, possible move of the practice fields. They discussed the University Hospital west wing addition and renovation. They want to create a more uniform look across the front, to the west. It would cost approximately \$22million.

Total Rewards Advisory Committee (TRAC) (Sean): Nothing to report.

Safe Mizzou Coalition Committee (Julie): Meeting is scheduled for next week.

Campus Climate Steering Committee (Christa): Nothing to report. Will remove from the agenda.

Pending Business:

Shared Leave (Rebecca): Nothing to report.

Adjournment: Duff made motion to adjourn, Dayla seconded. Meeting adjourned 3:12pm.