

Staff Advisory Council Minutes

March 11, 2021

Zoom

1:15pm – 3:00pm

Attendance Record				
A/P	C/M	C/O	T/P	At-Large
Liz Beal – o	Terrance Camp – x	Jacqueline Chenault – x	TBD	Waleed Atout – x
Hannah Clampitt – x	Ricky Conatser – x	Krystin Cooper – x	Travis Johnson – x	Aric Bradley – o
Heather Horn – x	Mike Duncan – x	Lisa Harrison – x	Rachel Powers – x	Dilauna Burks – x
Christy Hutton – x	David Lickliger – x	Sarah Rigdon – x	Michael Williams – x	Jackie Carney – x
SAC/OSAIV – Alisa Petty - o		-	-	Jasmine Chievous – o
HR Ex Officio – Teresa Long (HR Consultant Sr.)				Kim Foley – x
ISAC Rep – Dayla Botts - x				
Guest Speaker(s) – Marshall Stewart (Vice Chancellor for Extension and Engagement & UM System Chief Engagement Officer)				
Guests – Sean Brown, Charlene Thompson, Liz Lannin, Lee Larrick, Jennifer Hamilton				

Call to Order: Hannah called the meeting to order at 1:17pm.

Guest Speaker(s): Marshall Stewart (Vice Chancellor for Extension and Engagement & UM System Chief Engagement Officer) introduced himself to the SAC. He then discussed what Extension is and what they do. They focus on trying to deliver information, content knowledge, and research to the people of the state. He discussed the history of the land grant university and what that meant for the University of Missouri. Extension has a footprint that covers all 114 counties in Missouri and they have coverage in all of those counties. They're well known for doing agricultural extension, 4-H, community development and business development, as well as nutrition education and human development. As part of engagement, they look to see how they can bring things from journalism, law, medicine and healthcare, etc. to the rest of the state as well in order to make the full university totally land grant. They have partnerships with every college or school doing something at any given time in the year. Marshall shared some examples of things they've done since he's been here. The Law School has extended their veterans clinic from mid-Missouri to work statewide in all 114 counties. The College of Business has students who go out in their junior year and do community based economic business projects in community and they needed a way to do that, so they ran them through the Extension network and put them in communities. Those are a couple examples of the things they're doing now. Marshall shared a handout about Extension and Engagement. They welcome ideas on how to partner with Extension and Engagement and welcome requests to partner with communities.

Upcoming Meetings & Dates:

- March 25, 2021 – Zoom, Heath Immel, Ryan Rapp and Marsha Fischer, guest speakers
- April 8, 2021 – Zoom, Maurice Gipson, guest speaker
- April 22, 2021 – Zoom

Minutes Approval: Minutes for February 25, 2021 were discussed. Christy moved to approve the minutes. Lisa seconded. Motion carried.

Secretary/Treasurer Report (Heather): The Executive Committee met last week to prep for their meeting with Gary Ward and Christine Holt earlier this week.

New Business:

Video Series Committee: Hannah gave some history on how the video series committee was created to replace the open forums. The Video Series Committee met and discussed if there's still work to do on that committee, does it need to be a stand alone committee, or could it be rolled back into the Marketing and Communications committee. After discussion, they decided it would be okay to roll it back into the Marketing and Communications Committee. Hannah reported that they brought up the open forums with Gary Ward and Christine Holt to see if they should bring it up with President Choi – maybe bringing back some form of open forum or town hall for staff. Gary and Christine thought it would be a good idea, so that will be looked into. SAC members can send ideas to the Executive Committee.

Exemplary Service Award Nominations (added during meeting): Hannah notified the SAC that admin will send call for nominations tomorrow and encouraged members to nominate a valued volunteer/supporter of the SAC for this award.

Staff Kudos Program: Hannah is going to circle back with Patty to see if there are any updates on the possibility of using this program for MU campus.

T/P Vacancy Update: Hannah cleared up information regarding Stephen's vacated position. He was backfilling a previous position through 2021. The Executive Committee met and felt that it would not be effective to backfill the open position for the 5 remaining months of the term, but would be better to fill the position naturally with the upcoming elections.

Signing up for Covid Vaccine: Gary Ward asked Hannah to remind everyone to share with their groups that folks have to complete the MU Healthcare survey in order to be put into a queue for the vaccine.

Thank You Video for SRW: Heather shared that they are wanting to put together a video to say thank you to the staff from Staff Advisory Council. She asks that everyone make a sign that says Thank You and then record a video of grabbing the sign right to left and then post to a OneDrive account so Travis can put the video together. Heather will share instructions with the group. The final video should look like members are passing a sign from one to another. Videos are due by March 30th.

Old Business:

IDE Committee Ombuds Recommendation: Jackie summarized the proposal for the ombuds position on campus: The ombuds office would provide a centralized place where staff and other campus constituents can start the exploration of conflict resolution management. Per Jackie, this would ensure that individual campus departments are not overwhelmed with non-applicable cases and that the person looking for solution is provided impartial, accurate, and complete information no matter their home unit. This office could also serve as a feedback loop for campus leadership by helping to aggregate the data regarding the most heard complaints and concerns and suggestions to policies. They are not expecting this to be a replacement of any previous or current service, but a necessary addition to illustrate the culture shift to inclusivity and acceptance through accountability at our institution with a more centralized support service. Per Jackie they did a peer institution review across the SEC athletics conference and the AAU and identified two exemplary programs they think MU should consider modeling. The IDE Committee requests that the SAC allow them to start discussions with the Faculty Council IDE committee about where the Faculty Council believes they're at with something like this service, and then possibly reach out to Maurice Gipson's office about what he's hearing out of the IDE listening sessions to see if anything like this has been brought up. The next step would be to gather more data before bringing the proposal to President Choi. Teresa Long stated that MU did have an ombuds position, but it was about 20 years ago and wasn't utilized that much and when that person retired, the position was not refilled. Hannah asked if the IDE Committee has spoken with the UMKC ombudsperson and per Jackie they have not spoken with them as of yet. Some other questions were regarding where the office would be and would the utilization be for staff only or for the whole campus, will there be enough use of the office, etc. The IDE Committee will reach out to Faculty Council and UMKC to investigate further and will share what the find out.

Human Resources (Teresa Long): Teresa reported that the grievance policy and process is being updated to streamline it further and it will go into a sharewell automated system. There will be some training across campus. That will be taken to the Board of Curators in April. Once that's approved, they will be able to start their communications campaign and their training campaign and program for that specific grievance policy and process. They are trying to push out the new performance management system, which is designed for greater collaboration between the manager/supervisor and the employee. It would entail meeting three or four times a year to discuss what's going well, achievements, accomplishments, goals, what's not going well, maybe determining opportunities for training/development for the employee. They're proposing a three point scale for rating performance, but that still might change by the time it actually rolls out. Teresa reported that there's a graduate student title review. Sheryl Cullina in HR is working on that right now to identify any inconsistencies that may exist in the benefits and subsidies that are offered to graduate students across the system. Total Rewards is working to put together compensation statements to give folks an idea of the full value of their total rewards package. That should be coming up in the 2021 academic year, maybe early October. Teresa also noted that HR is working with colleagues at System to create an electronic PCQ process. They've piloted that, but they'll be looking at taking it out further and piloting it in just a couple areas.

STANDING COMMITTEES:

Education Award (Kim): Nothing to report.

Elections (Liz): Nothing to report.

Fundraising (Jacqueline): The Ozark Mountain Biscuit Truck is the next fundraiser and it will be on Hitt Street in front of Memorial Union from 11am-2pm on Friday, March 19th.

Inclusion, Diversity & Equity (Jackie): They have shared the ombuds recommendation with SAC for discussion.

Marketing & Communications (Travis): Travis met with the Awards/Ceremony and Video Series committees to discuss a few upcoming videos and ways to celebrate Staff Recognition Week online.

SAC Salutes (Liz): Admin sent SAC Salutes nominations out. Please send top 5 votes to admin by Friday, March 19th.

Service Champion (Liz): They presented Tavair Tapp with the February 2021 award on March 3rd. Admin is working to schedule the March award presentation.

Staff Development Award (Ricky): The Staff Development Award Review Committee met yesterday. Admin updated members on the review process, that applicant information is being redacted from applications this year and that this round of awards will be for virtual events only. The committee also discussed the possibility of reimbursing people for events attended during suspension of the program in 2020. After discussion, a motion was made to vote against reimbursing past events. Motion carried by unanimous vote.

Staff Recognition Week:

- **Awards/Ceremony Committee (Dilauna)**: Outstanding Staff Award scores are in and interviews are being scheduled next week via Zoom. Admin will send calendar invites. The committee is scheduled to meet again on March 16th.
- **Events Committee (Ricky/Heather)**: Nothing to report.

Video Series (Aric): The committee met and discussed the work of the committee and voted to combine with the Marketing & Communications committee.

SPECIAL COMMITTEES:

Campus Facilities Planning/Space Utilization Committee (Sean): Nothing to report.

Campus Space Utilization Committee (Dilauna): They are scheduled to meet next week.

Chancellor's Military and Veterans Standing Committee (Jacqueline): Nothing to report.

Community Advisory Board (Christy/Jackie): Nothing to report.

Intercampus Staff Council (Hannah/Jacqueline/Liz B./Dayla): Nothing to report.

Mizzou/System Code of Conduct Core Team (Jacqueline): Nothing to report.

Parking and Transportation Committee (Aric/David): Nothing to report.

Resource Allocation Model Committee (Liz/Sean): Nothing to report.

SAC Job Classification Working Group (Hannah): They met again with Teresa Long and are drafting a proposal to send to SAC for review and discussion. That should go out soon.

Safe Mizzou Coalition Committee (Jackie): They are not doing grab and go Spring Break packs. There is concern of messaging regarding Covid mitigation, but they are considering putting something together regarding weather safety. Storm Spotter training was released in MU Info.

Staff Recognition Working Group (Hannah): They drafted a survey to send to a targeted audience to gather information on how staff would prefer recognition. They are still refining that survey and hope to send it out soon. Then, they will take the results and use that to guide their next steps.

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

University of Missouri Leaders Meeting (Hannah): Nothing to report.

Adjournment: Dilauna moved to adjourn. Terrance seconded. Motion carried. Meeting adjourned 2:55pm.