

## Staff Advisory Council Minutes

April 8, 2021

Zoom

1:15pm – 3:00pm

Attendance Record				
A/P	C/M	C/O	T/P	At-Large
Liz Beal – x	Terrance Camp – x	Jacqueline Chenault – x	TBD	Waleed Atout – o
Hannah Clampitt – x	Ricky Conatser – o	Krystin Cooper – x	Travis Johnson – x	Bryce Osman – x
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 – Cathi Veach (HR Consultant Sr.)				Kim Foley – x
ISAC Rep – Dayla Botts - o				
Guests – Billy Jamison, Jennifer Hamilton, Liz Lannin, Lee Larrick, Charlene Thompson				

**Call to Order:** Hannah called the meeting to order at 1:16pm.

### Upcoming Meetings & Dates:

- April 22, 2021 – Zoom
- May 13, 2021 – Zoom (Note: 1<sup>st</sup> meeting that will begin at 10am)
- May 17-21, 2021 – Staff Recognition Week

**Minutes Approval:** Minutes for March 25, 2021 were discussed. Jackie moved to approve the minutes. Krystin seconded. Motion carried.

**Secretary/Treasurer Report (Heather):** The Executive Committee met with Christine Holt and Gary Ward this past Tuesday and discussed open forums and Staff Recognition Week.

### New Business:

**Aric's Last Meeting/Bryce's First Meeting:** Hannah announced that Aric is leaving the university and welcomed Bryce Osman who will finish serving Aric's term. SAC members and guests did an icebreaker to welcome him.

**Committee AdHoc Discussion:** Hannah reviewed the committee restructuring plan that was passed and shared the proposed staff position plan, which would assign both SAC and staff-at-large members to the campus committees. Members provided feedback and asked questions. Admin will add committees and representatives to the agenda in August and will reach out to at-large members for committee updates. Members voted unanimously to approve committee changes. Admin will work with AdHoc committee to prepare for call for applications.

**Staff Excellence Award Fund:** Hannah shared information about the Staff Excellence Fund which was created years ago to help promote staff excellence, but there isn't clear direction as to what those funds are to be used for and nothing has really been done with the funds and the SAC needs to figure out what to do with those funds. Hannah shared that SAC needs to identify a place for that money to go. Hannah proposes that the account be changed to a Staff Advisory Council fund that would be a general purpose fund for the council. She also shared that there is \$2,855 in the fund currently. SAC members discussed some options on what to do with the account. Admin is going to get some more information together to share with council and this will be kept on the agenda for discussion.

**Open Forum Ideas:** Hannah discussed the open forums that SAC used to host and how those were discontinued. In meeting with Christine Holt, the Executive Committee discussed the idea of bringing some

forum back for staff to ask questions from leadership. Per Christine, President Choi would be happy to do something like this. They discussed some different ideas such as town halls, office hours, open forum, etc. Hannah asked if anyone has ideas on how to engage staff again. Some ideas were discussed, members can send additional feedback and ideas to the Executive Committee or Admin.

Parking Feedback: Hannah discussed the parking increase notice that went out and asked for feedback. Members and guests shared personal feedback as well as feedback they've gotten from fellow staff members.

Human Resources (Cathi Veach): Cathi reported that the new, redesigned performance application system has been rolled out. HR is reviewing the system and will be offering some kind of training and counsel to HR and fiscal people in the college/schools/divisions. The approval chain has been simplified and is now allowing to set internal deadlines for evaluations. Makenzie Moorefield is asking for feedback on the new system. If someone wants to send feedback to Makenzie, they ask that staff copy their campus HR representative as well so they can also see feedback in their areas. Makenzie is available to speak with groups about these changes. Cathi also reported that there's been a revised CRR on the grievance policy that will go to the Board of Curators this month. If that's approved, there will be a new grievance portal that will be effective June 1, 2021. This will be a new mechanism for grievances which will help streamline grievance processes. Cathi shared that yesterday, President Choi sent out a new executive order number 48, which is regarding the Protection of Minors Policy. There will be new policies and expectations around that policy. That executive order was sent out to the chancellors yesterday and will be sent to the deans and chairs in the coming days, if it has not been sent out already.

#### **STANDING COMMITTEES:**

Education Award (Kim): Nothing to report.

Elections (Liz): Liz reported that the committee has been working to revamp the election process. There are still a lot of details to be worked out, but they hope to have that worked out by the end of the month to implement for the election process this year. If everything is not worked out, they will start with some changes this year and work out the rest to be implemented next year. Once details are figured out, Liz will share a document of those changes with the SAC for review. Liz shared some highlights of proposed election changes such as: removing identifying information from nominations for the first round of scoring, updating the nomination form to include more than one question, updating questions to be more specific, creating a rubric for the nomination form, planning group interviews, creating a rubric for interviews, etc. Feedback and ideas can be shared with Liz.

Fundraising (Jacqueline): The committee is compiling a database of which fundraisers have been successful, unsuccessful, or possible ideas for the future to be saved in the committee's Teams group to assist future committee members in fundraising efforts.

Inclusion, Diversity & Equity (Jackie): Nothing to report.

Marketing & Communications (Travis): Travis is working on the Thank You video for SRW and asks that any members who haven't submitted their video, please get that done as soon as possible.

SAC Salutes (Liz): Admin is working to schedule presentations.

Service Champion (Liz): Admin is working to schedule the April presentation.

Staff Development Award (Ricky): The deadline for applications is tomorrow, April 9th.

**Staff Interest/AdHoc (David/Terrance)**: Admin is working to update the application to be sent out in April.

**Staff Recognition Week:**

- **Awards/Ceremony Committee (Dilauna)**: Award presentations are almost complete. Admin is working with recipients to schedule virtual awards and will also notify nominees and finalists.
- **Events Committee (Ricky/Heather)**: The committee is still finalizing events and working on putting together marketing pieces.

**SPECIAL COMMITTEES:**

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

**Campus Space Utilization Committee (Dilauna)**: Nothing to report.

**Chancellor's Military and Veterans Standing Committee (Jacqueline)**: They are scheduled to meet on Friday.

**Community Advisory Board (Christy/Jackie)**: They are scheduled to meet at the end of the month.

**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 (David)**: Nothing to report.

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

**SAC Job Classification Working Group (Hannah)**: Hannah is finishing up the draft of this proposal and will present it at the next meeting.

**Safe Mizzou Coalition Committee (Jackie)**: Nothing to report.

**Staff Recognition Working Group (Hannah)**: They are still refining the survey for input and will hopefully send that out soon.

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

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

**Adjournment**: Rachel moved to adjourn. Krystin seconded. Motion carried. Meeting adjourned 2:52pm.