

# Staff Advisory Council Minutes

April 22, 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 – o	Sarah Rigdon – x	Michael Williams – x	Jackie Carney – x
SAC/OSAIV – Alisa Petty - o		-	-	Jasmine Chievous – o
HR Ex Officio – Patty Haberberger (VC for HRS)				Kim Foley – x
ISAC Rep – Dayla Botts - x				
Guest Speaker – Leigh Ann Clayton (co-Chair of Status of Women Committee)				
Guests – Teresa Pinhero, Judy Nolke, Lee Larrick, Matt Grant, Christa Smith				

**Call to Order:** Hannah called the meeting to order at 1:15pm.

## Upcoming Meetings & Dates:

- May 13, 2021 – Zoom (Note: 1<sup>st</sup> meeting that will begin at 10am)
- May 17-21, 2021 – Staff Recognition Week
- June 8, 2021 – TBD
- June 24, 2021 – TBD, Makenzie Moorefield, guest speaker

**Minutes Approval:** Minutes for April 8, 2021 were discussed. Michael moved to approve the minutes. Dilauna seconded. Motion carried.

**Secretary/Treasurer Report (Heather):** Executive Committee met last week and discussed committee appointments and numbers for Ad Hoc, in regard to the new committee structures that will be coming out.

## New Business:

**Job Classification Proposal:** Hannah discussed the job classification proposal that was sent out with the agenda. The proposed change would move away from SAC members being categorized by job category (currently A/P, C/M, C/O, T/P) and would move to Campus Operations, Vice Provost, Student Admin Services, and At-Large with exempt and non-exempt staff members. They think membership classification should be re-evaluated roughly every three years. The proposed changes would also be added to the bylaws to keep SAC accountable to make sure representation is still equitable. The election committee is also working on updating the elections process and what they're looking at should easily adapt to the proposed changes in the future. The committees don't feel that the staff awards would need to mirror the new membership structure, but that can be evaluated in the future, if needed. The job classification committee looked at the current SAC roster to see how current membership would line up with the new proposed structure and it came out pretty close. It is still be important to include the At-Large grouping and to include exempt and non-exempt staff. They would like to try and clarify the Operations side to make sure non-exempt Crafts/Maintenance folks are still able to have representation and that it wouldn't be all manager roles within Operations. The committee is going to take a few more weeks to review before bringing this change forward for a vote.

**Campus Committee SAC Openings:** Hannah discussed the new SAC representation that will be needed for campus committees with the committee restructuring. Admin has prepared a Qualtrics form for SAC

members to rank their interest in campus committees. The survey will go out today or tomorrow and members can rank their top three choices using that survey, which will be due April 30<sup>th</sup>.

### **Old Business:**

**Open Forums:** The Executive Committee is meeting with Christine Holt the first week of May to discuss this further. Members can send any additional thoughts or questions they might have to the Executive Committee so they can pick the best format to move forward. No additional thoughts were shared.

**Human Resources (Patty Haberberger):** Patty reported that the College of Health Environmental Sciences is closing effective June 30<sup>th</sup>. All of those departments are going to be disbursed to other other colleges, mainly Arts & Science, CAFNR, and Education. The HR partners for those colleges who are receiving the new departments have been working with Bonnie Gregg and trying to coordinate which faculty and staff are going where and which staff will be losing their positions if they don't have one in the receiving college and the dean's office for HES, so there will be some layoffs as a result of that transition. HR is in the process of notifying all of those folks and is having them work with recruiters to hopefully find them something else on campus that might fill their skill set. Patty also shared that communication for e-performance has gone out to everybody who was hired before April 5<sup>th</sup>. This is currently designed for benefit eligible staff only, but there will be a fillable PDF put out on the website for use by non-benefit eligible and staff in academic titles. The revised grievance policy was approved by the Board of Curators today. They streamlined the process so there's not as many steps. They've also clarified eligibility as well as what is grievable. The newly revised policy will go into effect June 1<sup>st</sup> and there will be a new portal in ShareWell where employees will enter their grievances. Patty discussed return to work and answered some questions SAC members shared. Per Patty there is currently a telework arrangement portal where employees can put in their requests and supervisors can approve it or not and that is a system-wide portal. Patty would refer folks to the telework arrangement policies site on the UM System webpage and all of that information should be listed there. The current expectation is that if one was working on campus prior to Covid, they would return to campus. Any exceptions to that will have to be made at the local level as HR will not always know if it's appropriate for a position to be remote work or not. There was a question about the mask mandate when returning to campus and per Patty, they are staying in step with what Boone County Health says, so they'll see what restrictions there will be closer to that time, likely looking at two weeks beyond graduation. Boone County Health will have numbers on what percentage of the community has been vaccinated.

### **STANDING COMMITTEES:**

**Education Award (Kim):** Nothing to report.

**Elections (Liz):** Nothing to report.

**Fundraising (Jacqueline):** They welcomed new member, Bryce, who helped compile a few more restaurants to contact about possible future fundraising. Jaci will add that information to the spreadsheet and save it to the Fundraising Committee Teams group so the next committee will have access to it.

**Inclusion, Diversity & Equity (Jackie):** There are no updates from Faculty council regarding the Ombuds proposal. They discussed how to advocate for a more transparent restructuring of departments as it relates to staff positions. They are also working on a quick fact sheet regarding bias and its impact for staff to reference and use in discussions when serving on hiring committees, award review committees, and in their area to continue in making Mizzou a more inclusive and welcoming place.

**Marketing & Communications (Travis):** The Thank You video has been created and Travis is working on other promotional posts and videos for Staff Recognition Week.

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

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

**Staff Development Award (Ricky)**: Admin is preparing applications for review by the committee.

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

**Staff Recognition Week:**

- **Awards/Ceremony Committee (Dilauna)**: All finalists and recipients have been notified. Admin will notify nominees. Photos for the award presentations are scheduled for April 30th, recordings for recipient speeches are scheduled for April 27th, and presenters should have their video presentations to us by May 5th. The award video will be posted 10am Monday, May 17th to kick off Staff Recognition Week.
- **Events Committee (Ricky/Heather)**: The committee is 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)**: The Engagement Group subcommittee met and they will contact the Summer Welcome director to figure out options for Veteran's Alternative Welcome. They are also starting to plan some Veterans Team/Community Building activities for the fall (maybe with a BBQ). They're also going to start outlining a future veteran sponsor program.

**Community Advisory Board (Christy/Jackie)**: They will meet again at the end of April and will discuss speech on campus.

**Intercampus Staff Council (Hannah/Jacqueline/Liz B./Dayla)**: They had a presentation from Title IX over sanctions and Amber Cheek presented about Digital Accessibility on websites.

**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)**: Nothing to report.

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

**Staff Recognition Working Group (Hannah)**: The survey is finalized. They are creating the mailing list and will send that out within a couple weeks.

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

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

**Adjournment**: Dilauna moved to adjourn. Jackie seconded. Motion carried. Meeting adjourned 2:41pm.