

# Staff Advisory Council Minutes

June 10, 2021

Zoom

10:00am – 11:45am

Attendance Record				
A/P	C/M	C/O	T/P	At-Large
Liz Beal – x	Terrance Camp – o	Jacqueline Chenault – x	TBD	Waleed Atout – o
Hannah Clampitt – o	Ricky Conatser – x	Krystin Cooper – o	Travis Johnson – x	Bryce Osman – x
Heather Horn – x	Mike Duncan – x	Lisa Harrison – x	Rachel Powers – o	Dilauna Burks – o
Christy Hutton – o	David Lickliger – x	Sarah Rigdon – o	Michael Williams – x	Jackie Carney – x
SAC/OSAIV – Alisa Petty - x		-	-	Angela Branson – x
HR Ex Officio – Patty Haberberger (VC for HRS)				Kim Foley – x
ISAC Rep – Dayla Botts - x				
Guest Speaker(s) – Bryan Goers and Sarah Rielley				
Guests – Teresa Pinhero, Jennifer Hamilton, Cindy Roller, Charlene Thompson, Billy Jamison				

**Call to Order:** Jaci called the meeting to order at 10:02am.

**Guest Speaker:** Bryan Goers and Sarah Rielley spoke about Tiger Pantry and Truman's Closet as those are both resources available to staff members. Sarah shared a presentation on Tiger Pantry which included services, statistics on use, locations and changes they incorporated during the pandemic. They have seen an increase in use by staff over the last year. Sarah also presented on Truman's Closet and those services. Per Sarah, they're in a really good place with donations and inventory right now and also have a strong student volunteer base. Their biggest need currently is campus outreach. They're working to get information into new employee orientation to share those resources with MU campus and Healthcare new employees. They also have a short presentation that their student leaders can do for departments. Bryan shared that they have good numbers on student need from the student experience survey, but they don't have as good of a measure for staff.

### Upcoming Meetings & Dates:

- June 24, 2021 – Zoom, Makenzie Moorefield, guest speaker
- July 8, 2021 – TBD, Maurice Gipson, guest speaker
- July 22, 2021 – TBD, Amber Cheek, guest speaker
- August 13, 2021 – TBD, SAC Annual Retreat/New Member Orientation

**Minutes Approval:** Minutes for May 13, 2021 were discussed. Jackie moved to approve the minutes. Heather seconded. Motion carried.

**Secretary/Treasurer Report (Heather):** The Executive Committee met this past Monday and prepped for their meeting with Christine Holt and Gary Ward on Tuesday. They reviewed how Staff Recognition Week went and potential dates for SRW next year. They also discussed the new committee structure and assigned SAC members to standing committees. Admin will email members their committee assignments.

### New Business:

**Staff Recognition Week 2022:** Proposed dates for SRW 2022 are May 16-May 20, 2022. Jackie moved to vote to approve those dates, Kim seconded. Vote by poll, motion passed unanimously.

**SAC Meeting Survey:** Jacqueline shared that the Executive Committee met and discussed resuming in-person meetings in July since guidelines on campus have changed. Admin will send a survey for members to send feedback.

**Ombud Position Recommendation:** Jackie reported that the subcommittee received information regarding Campus Mediation Services and faculty council would like to discuss the idea of an ombuds office at their June 24<sup>th</sup> meeting. There is no report from 2020, but Jackie is interested in adjusting ombuds recommendation to include more relevance to CMS and encouraging some of the changes suggested in the report. The updated recommendation will be distributed to SAC members next week to be voted on before the faculty meeting. Some discussion occurred in regard to creating an ombudsperson position. Jackie will get more information and SAC will continue discussing before making a vote. Many members expressed an opinion to maybe give the new grievance policy some time to see if that helps, before looking to create a new position. Jackie will let Faculty Council know they are putting a hold on the ombuds recommendation for now.

**Human Resources (Patty Haberberger):** Patty reported that there has been a slight revision to the educational assistance and tuition reduction policy. The revision has added a process to request extension of a deadline if one has a valid reason for needing an extension. HR has been busy with return to campus and answering questions that have come up. Patty shared information about the new e-HR file and perceptive content. Right now in perceptive content there are some colleges, schools, and divisions that have access to enter personnel files and information into their own folders/drawers. HR doesn't access those files and those folders/drawers don't talk to one another. This new e-HR file will centralize personnel files and will give certain folks certain types of access. They are working on some training right now. This is a system-wide change going into effect. There is a goal to complete entering of information into the new system by October 31<sup>st</sup>. They will be working on more communication for this project, as well. Patty reported that the HR700 has sunset as of June 1<sup>st</sup>. Additionally, they are drafting some salary wage guidelines.

#### **STANDING COMMITTEES:**

**Education Award (Kim):** The call for applications was sent out May 24<sup>th</sup> and the deadline was June 9<sup>th</sup>. Admin is preparing applications for the review committee.

**Elections (Liz):** The call for nominations was sent a couple of weeks ago and they received 13 nominations. There were no nominations for C/M or T/P categories, so since Ricky and David were re-running they will automatically be in for another term. Rachel is re-running as well and she will automatically fill one of the T/P openings. Due to a consistent struggle to fill T/P positions and after discussion with the Executive Committee, they will fill the other T/P opening with an at-large staff member. Liz put together a scoring rubric and that is ready to go, Admin will send it out. The elections committee will need to score, but all SAC members are welcome to. Liz shared her screen and reviewed the new scoring sheet in Qualtrics. There are some formatting changes that will need to be made for next year and members can send feedback to Liz to incorporate for next year. The deadline for the scores will be next Friday, June 18<sup>th</sup>. Admin will reach out to nominees to see if they prefer in-person or virtual interviews and will then get interviews scheduled. Scores from nominations and interviews will help determine who will be on the ballot.

**Fundraising (Jacqueline):** The spreadsheet with fundraising information is almost complete. Jacqueline will upload it to the Fundraising Teams group when it's done.

**Inclusion, Diversity & Equity (Jackie):** Nothing to report, included in New Business.

**Marketing & Communications (Travis):** Nothing to report.

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

**Service Champion (Liz):** Admin is working to reschedule the April presentation. The committee is working to finalize updates to the nomination form so that can be re-opened.

**Staff Development Award (Ricky)**: The committee is reviewing applications and are scheduled to meet on Wednesday, June 16<sup>th</sup>.

**Staff Interest/AdHoc (David/Terrance)**: The committee met and made recommendations. Admin is working to find additional staff to fill extra openings and then will notify applicants of committee assignments.

**Staff Recognition Week:**

- **Awards/Ceremony Committee (Dilauna)**: The ceremony posted at 10am on May 17<sup>th</sup> as planned. There were 374 views on YouTube and 7,493 people reached on Facebook.
- **Events Committee (Ricky/Heather)**: Staff Recognition Week was a success. There were 16 participants who turned in their 5K forms, 24 participants turned in their scavenger hunt clue sheets, and 78 folks signed up for the virtual cook along. Additionally, the showcase had 34 views on YouTube and reached 148 people on Facebook and there were 1,012 participants for the 30 HR classes that were offered. Admin has drawn for door prizes and will be coordinating pickup/delivery of prizes.

**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 next meeting is tomorrow, June 11<sup>th</sup>.

**Community Advisory Board (Christy/Jackie)**: They meet again at the end of July. Jackie would like to remind everyone that as areas are putting together events for the fall, consider how you might invite MUPD to engage with your group as they want to be invited.

**Intercampus Staff Council (Hannah/Jacqueline/Liz B./Dayla)**: Jacqueline reported that they met yesterday and discussed Covid case numbers. They meet with President Choi next month and are also planning an in-person meeting with the Board of Curators, possibly the end of July.

**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 results have been gathered. There is a meeting coming up with a focus group to discuss next steps.

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

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

**Adjournment**: Liz moved to adjourn. Mike seconded. Motion carried. Meeting adjourned 11:40am.