

Staff Advisory Council Minutes

December 10, 2020

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	Stephen Braddock – x	Waleed Atout – o
Hannah Clampitt – x	Ricky Conatser – o	Krystin Cooper – x	Travis Johnson – x	Aric Bradley – x
Heather Horn – x	Mike Duncan – x	Lisa Harrison – x	TBD – o	Dilauna Burks – x
Christy Hutton – x	David Lickliger – x	Sarah Rigdon – x	Rachel Powers – x	Jackie Carney – x
SAC/OSAIV – Alisa Petty - o		-	-	Jasmine Chievous – x
HR Ex Officio – Patty Haberberger (VC for HRS)				Kim Foley – x
ISAC Rep – Dayla Botts - x				
Guest Speaker – Gary Ward (VC for Operations) and Gerald Morgan (Director of Space Planning & Management)				
Guests – Lee Larrick, Christa Smith, Charlene Thompson, Sean Brown				

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

Guest Speaker: Gary Ward (Vice Chancellor for Operations) and Gerald Morgan (Director of Space Planning & Management) discussed winter weather and space on campus. They have been discussing how to reduce the number of closures due to weather. They've decided that instead of a closure, they will announce it as a remote work day. Those who are able to work from home, will be expected to work while at home and those who are expected to be on campus, will still be expected to work on campus and that will be a premium pay day for them. Folks who are not able to work from home, but who are not expected to come into campus will have administrative leave for that day. If a person is expected to be at work, but decides not to come in because of roads or other reasons, they will have to use leave time. So the idea is they won't have anymore closures for winter weather, but will have remote work and online classes on those days. This will help avoid changes to the academic calendar caused by campus closures. If a staff member feels they're not getting the appropriate direction from their supervisor, they can reach out to their HR professional. Per Gary, this policy applies to more than just winter weather as well, for example: tornado, flood, roads closed, etc. They will evaluate each event as it comes to make determinations.

Gary spoke a bit about the importance of reducing space due to cost. It is the second most expensive cost next to payroll. Gerald spoke about some space reduction goals, such as getting out of Mizzou North. They are waiting on funding to help initiate space projects and processes. Gerald and Gary answered questions about the space survey. Gary shared that the majority of space reduction has been in academic departments. Gerald stated that his department understands that the process is difficult and they're working to make it as comfortable for folks as they can. That is why they sent the space survey – to see how faculty and staff feel about remote work, what's working or not working for them, etc. They would like to take that information and have discussions with each school/college/division about what possibilities there are for reductions of space and also what kind of space they provide for folks who occasionally come to campus and what options they can provide, as well. There is a lot of data they will be going through and a lot of options they have to think through. If anyone has ideas or feedback regarding space utilization, they can reach out to Gerald's office. However, Gerald does recommend sending ideas regarding space for an individual's unit to their leadership.

Upcoming Meetings & Dates:

- January 7, 2021 – Zoom, Provost Latha Ramchand, guest speaker

- January 21, 2021 – Zoom
- February 11, 2021 – Zoom, John Middleton, guest speaker
- February 25, 2021 – Zoom, President Choi, guest speaker

Minutes Approval: Minutes for November 12, 2020 were discussed. Liz moved to approve the minutes. Rachel seconded. Motion carried.

Secretary/Treasurer Report (Heather): The Executive Committee met with Gary Ward last week. They have been getting award pictures this week for 2020 SRW award recipients. The first set of pictures were taken Monday and the rest of the pictures are scheduled for tomorrow. Travis is going to create a video of the pictures taken with President Choi and Gary Ward and that will be posted to social media.

New Business:

Student and Faculty Resolution to Appreciate Staff – Hannah wanted to make sure everyone saw the resolution put forward to acknowledge the hard work of staff during COVID.

Proposed Update to Bylaws for Filling Open Positions Mid-Term – Hannah discussed trying to fill Sequoyah’s vacant position and how some categories are traditionally harder to fill and backfilling those categories (namely T/P and C/M) can be even more difficult. She proposed updating the bylaws to allow the filling of a vacated position with the next runner up in the at-large category if the position can’t be filled with someone from the assigned category after a period of time. She asked for feedback from SAC members and will send a written proposal for consideration to vote on at the next meeting. Hannah also discussed creating a working group with SAC members and someone from HR to evaluate job categories. If anyone is interested in being on that group, they can email their interest to Hannah or admin. Patty recommended Teresa Long as the HR rep for the working group.

Committees – Hannah reported that she had a follow up meeting with Ben Trachtenberg last week regarding the committee review. Ben confirmed they are looking to have proportional and appropriate representation of staff on the new committees and the goal of the review is to make committee structures more effective. He also confirmed that staff will have voting roles on the committees and they are also updating committees to have two co-chairs for each committee and one chair would be elected by faculty council (as was done previously) and the other chair would be elected by the committee and so could end up being a faculty or staff member. His goal is to have these committees operational by August of 2021. Since SAC usually does the AdHoc call in June, it will need to be moved up to April so appointments can be made and submitted in May. The committees they’re considering are: Academic Affairs, Student Affairs, Faculty Affairs (which would likely be without staff as it centers around faculty), IDE, Research, Scholarship and Economic Development, and a Campus Facilities Committee. Additionally, some of the smaller committees (like Student Conduct and Persons with Disabilities) will stay. He is looking at 3 year appointments for members and all of the staff representatives will be chosen by the SAC, so SAC will need to work out what that representation looks like as far as what combination of SAC members and at-large staff will be on each committee, etc.

Thomas Jefferson Contextualization Taskforce Members Follow-up – Hannah shared concerns about the committee representation that were brought up at the last meeting with Christine Holt. Per Christine, the groups who were identified in the meeting were approached and they declined. Per Hannah, 14 people from those groups were asked and all declined to be on the taskforce. She wanted to follow up on that information for SAC.

MU/System Awards Working Group – Hannah reported that the SAC’s been tasked to work with System to find ways to combine celebration of MU staff and System staff for our large recognition awards. The goal is not to combine the awards themselves, but to find a way to do that celebration together and align that. They met with Christine Holt last week to get more clarification on what’s expected. Any changes will not be done this year, but will take this next year to be thoughtful and mindful of ways to find some efficiency but not diminish recognition of staff or make System employees feel kind of swallowed up by MU. They have decided to create a working

group with five System council members and five SAC members to work through this. They will also work with Marsha Fischer, Christine Holt and Patty Haberberger. Hannah anticipates the group will meet monthly for the next several months. If anyone would like to be part of the working group, they can email interest to Hannah or admin.

Human Resources (Patty Haberberger): The Contact Tracing Workforce is adding two leads and two case investigators in preparing for a potential surge in cases this coming spring. HR professionals have been reaching out to staff who've reported testing positive to make sure they know of resources available to them and to make sure they're doing okay. FFCRA is supposed to end December 31st and they have not heard if it will be extended yet or not, but if it is, they will communicate that. Adventure Club partnered with MU Healthcare to open daycare. They are still not at capacity and have opened it up to students as well. Patty's team is working with Mackenzie Moorefield's team in learning and development on an exit survey using a new Qualtrics product they've purchased. They're starting with a faculty exit survey first and then once they get that out, they'll be able to quickly pivot to a staff exit survey.

STANDING COMMITTEES:

Education Award (Kim): The group meets on Tuesday to select recipients. There were 18 applicants and 10 will be awarded.

Elections (Liz): Nothing to report.

Fundraising (Jacqueline): They've got several restaurants lined up starting in January.

Inclusion, Diversity & Equity (Jackie): They are working on their recommendation to bring to the SAC about the ombuds position from a staff perspective. That should be done by the January meeting.

Marketing & Communications (Travis): They're working on the award recognition video.

SAC Salutes (Liz): Nothing to report.

Service Champion (Liz): They have a few presentations scheduled in December.

Staff Recognition Week:

- **Awards/Ceremony Committee (Dilauna)**: Nothing to report.
- **Events Committee (Ricky/Heather)**: They met last week and narrowed down some ideas for events. Heather is going to send the ideas to SAC members to get feedback and make sure they're collectively on the right path.

Video Series (Aric): Nothing to report.

SPECIAL COMMITTEES:

Campus Facilities Planning/Space Utilization Committee (Sean): Removal of buildings could be delayed as funding is figured out. Building will be left empty, which still saves 75-90% of current costs. Decisions about what will replace those buildings is underway. Pickard removal is delayed, mostly due to NRC. That will likely cost \$12-15 million. Tree removal or replacement will be happening around campus as many pin oaks are getting old and Linden are being eaten by Japanese beetles. Discussion about the North Quad is underway as there are a lot of utilities under the quad, which impacts what can be planted or how it can be used. They are looking at an indoor football practice facility. Two sites are being considered: South of the football stadium (would be connected by the parking lot to the stadium) and west

of the stadium, where there is currently an outdoor football field, along Stadium Dr. They are looking to have this funded 100% by outside monies. Also, a stormwater master plan is in the works.

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

Chancellor's Military and Veterans Standing Committee (Jacqueline): They will start meeting every other week beginning in February.

Community Advisory Board (Christy/Jackie): Hannah let SAC know this board was created and Christy and Jackie Carney have agreed to be the SAC reps.

Intercampus Staff Council (Hannah/Jacqueline/Liz B./Dayla): Liz reported that there is a committee made of people from all four campuses, System and Hospital to look at current leave policies and practices. They've seen some potential proposals and have had discussion. They meet again next week.

Mizzou/System Code of Conduct Core Team (Jacqueline): They met today and discussed the manual of what it's going to look like. Jacqueline will share more information as it becomes available.

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

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

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

Search Committee for the Dean of Engineering (Liz Zufall): Nothing to report.

Search Committee for the MU Chief of Police (Lisa): They're working to figure out a date to meet.

Search Committee for the VC for Research and Economic Development (Hannah): They should hear something in the next week or two on the next steps in the search.

Task Force for Contextualization of the Thomas Jefferson Statue (Liz): They are supposed to be giving their recommendations in January. They meet again next week to put together some concept ideas and some members of the taskforce are working on a report of what's been done so far. If anyone has ideas or thoughts to share, they can send them to Liz.

Total Rewards Advisory Committee (TRAC) (Sean): They are scheduled to meet again on December 14th.

United Way Committee (Hannah): They are at \$368,475 and the goal is \$400,000. Folks can give via payroll deduction, if they'd like. The MU Retirees have come together and given \$100,000.

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

Adjournment: Dilauna moved to adjourn. Heather seconded. Motion carried. Meeting adjourned 3:09pm.