

Staff Advisory Council Minutes

April 27, 2017

Townsend Hall 206

1:15pm – 3:00pm

Attendance Record			
Administrative/Professional	Crafts/Maintenance	Clerical/Office	Technical/Paraprofessional
Melissa Ingram – x	Duff Bergendahl – x	Liz Beal – x	Christa Keers – x
Julie Loftin – x	Brad Sharp – o	Dayla Botts – x	Jan Judy-March – o
Sean Brown – x	Steve Stockman - x	Carol Heffner – x	Rachel Waggoner – x
Rebecca Bergfield - x	Eric Henley - o	Chrissy Kintner - x	Tammy Browning – o
Alisa Petty – SAC/OSAIV			
HR Ex Officio – Bonnie Gregg			
Guests: Dawn Leslie (Hospital Staff Council rep), Bob Simpson (College of Ed Staff Council rep)			

Call to Order: Chrissy called the meeting to order at 1:18pm.

Guest speaker(s): No guest speaker.

Upcoming Meetings & Dates:

- May 11, 2017 – 206 Townsend Hall
- May 22 – 26, 2017 – Staff Recognition Week, no meeting
- June 8, 2017 – 409 Jesse Hall – Phil Shocklee (with Retirees) – guest speaker
- June 22, 2017 – 409 Jesse Hall

Minutes Approval: Steve motioned to pass minutes for 4/13/17, Sean seconded, motion carried.

Secretary/Treasurer Report (Dayla): Dayla and Chrissy met with Todd Mackley and Melinda Adams on 4/14/17 and they took the list of budget ideas. Todd and Melinda will provide contacts for follow up. The Executive Committee met on 4/17/17 and discussed the scheduling of the Fall Open Forum for 10/17/17 and Staff Recognition Week. The Spring Open Forum was on 4/18 and there were approximately 89 people in attendance. Since the forum, they have heard from 8-10 people asking questions or voicing concerns. Admin will contact Academic Support to get the numbers on how many people viewed the live stream and will also let them know that several people reported that it was difficult to hear everyone. Dayal attended the ISAC meeting on 4/24/17 for Chrissy and Sean. They discussed the Inclusive Excellence Framework draft and all campuses except Rolla approved the framework. They will send the notes out to the ISAC members.

New Business:

SDA Recipient Approval: Alisa reportd that the SDA review committee selected recipients. They had \$21,000 available this round, and the selections total \$20,899.54. This will award 11 staff members. Rebecca motioned to pass the selections, Julie seconded, motion carried.

SAC Salutes: The SAC discussed whether or not to allow multiple wins of the award and how much time must pass before a group/department can become eligible again. Julie made a motion to allow multiple wins with a two year eligibility gap. Rebecca seconded, motion carried.

Donna Stearns Award: Rebecca reported that Pam Cooper would not like the SAC to present an award in her mother's name this year. The SAC agreed to change the name of the award moving forward and the award committee will come up with the new name. The terms of the award will remain the same for now. The SAC would still like to do something to honor Donna Stearns and that will be discussed at a future meeting.

Employee Classification for Awards: The SAC discussed whether or not to change the eligibility guideline for the Service Champion Award to include some System employees. The consensus was to continue to with the guidelines as they are now, for campus employees only. The matter can be revisited at a future date, if needed.

Training for Supervisors: The Executive Committee meets with Patty Haberberger and Makenzie Moorefield on 5/12/17 to discuss this topic. Admin will move this item to the agenda for June 8th.

Progressive Discipline for Exempt Employees: Several members of the SAC brought up questions regarding the lack of progressive discipline for exempt employees and they expressed confusion at the answers given during the Staff Open Forum. HR rep, Bonnie Gregg, explained – exempt employees are at-will and though non-exempt employees are technically at-will, there are University policies in place, that override the at-will status and there are no such policies for exempt employees. Per Bonnie, they still want to see documentation and review the situation before firing an exempt employee. Members of the SAC would like to investigate setting a policy for exempt employees to maybe line everything out. The Executive Committee meets with Patty Haberberger and Makenzie Moorefield on 5/12/17, they will discuss this matter at the meeting.

Human Resources (Patty Haberberger): Nothing to report.

Budget: Nothing to discuss at this time.

STANDING COMMITTEES:

Service Champion (Eric): The April 2017 recipient is Mark Beary with the Research Reactor. His presentation is scheduled for 5/1/17 at 9:30am.

SAC Salutes (Eric): Nothing to report.

Marketing & Communications (Christa): They are working on materials for Staff Recognition Week.

Reaching Out to Staff (Christa): Nothing to report.

Education Award (Tammy): Nothing to report.

Fundraising (Steve): Nothing to report.

Staff Recognition Week:

- **Arts & Crafts (Rebecca):** There are currently 33 people signed up for the Showcase, 3 of those registered are musicians.
- **Awards (Rebecca):** Nothing to report (see new business.)
- **Ceremony:** Admin sent an updated calendar invite to meet at Jesse Auditorium at 10:30am on 5/22/17 instead of 11am, so that the SAC will have time for the walk through of the facility. The ceremony committee met on 4/25/17. Tammy will be sending out ceremony assignments soon. The SAC discussed how they want to handle the card boxes for the service year recipients this year and they decided to keep the same system from last year.
- **Events (Dayla):** Susan Groshong should have the HR schedule by Monday. Dayla hopes to send out the volunteer server email this afternoon. They will have the photo booth this year and a student worker will manage it.
- **Online Auction/Education Award (Steve/Jan):** Steve asked everyone to send him their call lists, he's going to try and go through everything one more time. He will send admin the list of donations to be picked up.

SPECIAL COMMITTEES:

Staff Development Award (Julie): Alisa will notify the Spring 2017 recipients once approved by SAC.

Intercampus Staff Council (Chrissy/Sean): Nothing to report (see Secretary's report.)

Campus Space Planning (Chrissy): Chrissy has nothing to report, but reminded SAC that she will be coming off of the committee at the end of the term and she asked members to be thinking about who would like to replace her.

Campus Facilities Planning (Eric): The next meeting is scheduled for May 10th.

Capital Review Committee (Jan): Chrissy reported that the committee met on 4/26/17. They would like to re-do the Reactor Field area when there are funds available. They would build some new buildings and re-do roads and will call it Research Commons. When the Red Cross lease expires, they'd like to demolish the building and they want to re-do Dalton Cardiovascular. They are working on a master plan and note that it will have to be a public and private partnership.

MU Chancellor Search Committee (Chrissy): Chrissy reported that the search is going well and that it is a very good committee. She cannot give any other information at this time.

Total Rewards Advisory Committee (TRAC) (Sean): The committee met on 4/26/17. They are looking at the investment plan for new hires, and are considering letting new hires contribute 5% instead of 3% as current employees are allowed. They believe this will help new hires coming in mid-career. Employees can currently take loans from their retirement, there are restrictions, but some people have as many as 15 loans they are repaying. The committee is looking to see if they should cap the number of loans allowed to 3 or 5 and possibly require the employee take an educational piece before allowing the loan. This might help people make more educated decisions. There will be no changes to hardship loans. The committee discussed some preliminary outcome numbers from the dependent eligibility audit. As of now, they think it will save \$3-4million, but the numbers are not final yet. They have also learned some things to change next time. The committee also discussed that there was a budget cut to wellness and the incentive will probably change, but they don't know how that looks right now.

Safe Mizzou Coalition Committee (Julie): The committee met on 4/24/17. They are making some changes to STRIPES and will have a trial run on 5/4/17 of the walk up dispatch at Locust and Hitt. They will no longer be able to just call, they will be directed to the Locust and Hitt Street parking lot. They will have 2 members sitting in the parking lot. They'll see how the trial run goes. There is also a group trying to start up a Safe Escort program again.

Pending Business:

Shared Leave (Rebecca): Nothing to report.

Donna Stearns Award: added to pending business

Adjournment: Duff motioned to adjourn and Julie seconded, motion carried. Meeting adjourned 3:04pm.