

Staff Advisory Council Minutes

June 22, 2017

Jesse Hall 409

1:15pm – 3:00pm

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

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

Guest speaker(s): No guest speaker.

Upcoming Meetings & Dates:

- July 13, 2017 – 109 Townsend Hall – Phil Shocklee, guest speaker
- July 27, 2017 – 109 Townsend Hall – Rhonda Gibler, guest speaker
- August 11, 2017 – 194A&B GSB – New Member Orientation
- August 24, 2017 – E205A Locust Street Building

Minutes Approval: Rebecca motioned to approve minutes from June 8th meeting with no changes. Julie seconded. Motion carried.

Secretary/Treasurer Report (Chrissy/Sean): The Executive Committee met with Gary Ward on 6/19/17 and discussed the fall open forum. Gary recommended not setting the open forum date until it can be added to the Chancellor's schedule. They met with Provost Stokes on 6/20/17 and expressed concerns regarding lack of rhetoric including staff in emails and speeches. Dr. Stokes will make efforts to change this. The Executive Committee met with Chancellor-designate Cartwright on 6/19/17. They mentioned the concerns regarding lack of rhetoric including staff and asked for monthly meetings. They also asked if Dr. Cartwright would be willing to meet the SAC in a separate meeting as well as if he would attend a staff council round table meeting. He was very open to these requests and asked that the Executive Committee get a list of meeting requests sent to Interim Chief of Staff, Marty Oetting.

New Business:

New Member Orientation: The Executive Committee discussed the new member orientation, luncheon and teambuild. Due to current budget constraints, they would like members of SAC to think of cost-saving options. The SAC was asked to send ideas to admin by Friday, June 30th for discussion at the 7/13/17 meeting.

Annual Reports: Chrissy reminded committee chairs that annual reports are due and asked that they be uploaded to SharePoint by 7/27/17.

Steering Committee for Administrative Performance & Process Improvement Project: Chrissy was asked to serve on a committee to review and score outside consultant companies which will look at administrative structures for UM System and the MU campus. This will help with re-organization. Committee members are to score consultants by June 28th and then they will meet and identify finalists. In July, the consultants will present their pitches and the committee would like to make a selection by the end of July.

Volunteers/Committees: The Fundraising and Auction committees met earlier in the week and decided they'd like to look at bringing staff in as volunteers in a more consistent and formal volunteer system. They'd like to reach out to other councils and staff on campus to help with fundraising and other SAC events. They recommend keeping a list of all volunteers and their interests to call upon as needed. It was suggested to add a line to mass emails letting staff know of volunteer opportunities and how to get involved. Chrissy asked if the Marketing and Communications and the AdHoc committees could meet to create processes. She also asked that committee chairs put together ideas of when they'd need volunteers.

Part-time Award for SRW: There was no time to discuss this item, it will be moved to a future agenda.

Human Resources (Amy McKenzie): Per Amy there will be an upgrade to the HR system scheduled to go live on 7/30/17. It will look different and will have some additional features. There is a demo on the System website as well as a training link on MyHR but people may contact HR with any questions. Chrissy asked Amy if she would be able to find out what percentage of staff there are in each of the four categories as the SAC may want to consider increasing representation for categories with more staff. Amy will see what she can find out.

STANDING COMMITTEES:

Education Award (Tammy): The call for applications went out last week with a deadline of June 21st.

Elections (Sean): Per Sean, finalizing the mass email, the election ballot will go live on Monday and will have a deadline of July 14th.

Fundraising (Steve): Steve, Liz, Sean, Jan and Eric met on Tuesday and discussed ideas on how to create a better list for the auction to extend reach. They also discussed the possibility of using Access to create a better spreadsheet. Liz and Carol will discuss this and will train Alisa on how to use Access if moving forward with Access. The committee discussed looking up email addresses for businesses and sending most donation requests to businesses via email next year. They would also like to reach out to the Alumni Association to see if they would have a list of Alumni-owned businesses they'd be willing to share. They would also like to reach out to the Chamber of Commerce for local businesses. They discussed ideas for general fundraising, for example, trivia night, golf tournament, Christmas gift wrapping, mouse races etc. Steve will also reach out to someone with Athletics to discuss the possibility of running a concession stand during basketball season. They will schedule another meeting to fine tune details.

Marketing & Communications (Christa): Nothing to report.

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

SAC Salutes (Eric): The Office of Parking and Transportation is spring recipient and the Office of Graduate Studies will be the summer recipient. There was a tie between MO College Advising Corps and the School of Music for fall. Julie motioned to award one for fall and the other for winter, Christa seconded. Motion carried.

Service Champion (Eric): Brittney Stevenson is the June recipient and her presentation is scheduled for 8am 6/28/17 at the Thompson Center. Caroles Taylor is the July recipient and his presentation is scheduled for 8am 7/7/17 at 11 Jesse Hall.

Staff Development Award (Julie): Nothing to report.

Staff Interest/Ad Hoc (Melissa): The deadline for applications was Monday. The committee is reviewing applications and will get together next Monday to make recommendations.

SPECIAL COMMITTEES:

Campus Facilities Planning Committee (Eric): Nothing to report.

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

Capital Financing Advisory Committee (Dayla): Nothing to report.

Capital Review Committee (Jan): Nothing to report.

Faculty Council (Chrissy): Chrissy attended the open session of the faculty council meeting on 6/8/17. The council discussed the separation of non-tenure track faculty. Contracts are not signed again and NTT faculty members affected are given 3 months notice and are not eligible for TAP. The NTT committee would like to look into changing this culture. The faculty council also discussed program consolidation, the don't know yet what that process will look like and their student affairs committee has been discussing the possibility of using unofficial mid-term grades as a success indicator in at least 1000 – 2000 level courses, but this is just dialogue at this point. They discussed NTT voting in faculty committees as some departments allow NTT voting and some do not. Ben Trachtenberg reminded faculty to be patient and graceful as changes occur across campus. They noticed the faculty conduct rules and the CRRs and the MU campus faculty bylaws are out of sync and they are going to try and get those back on the same page. The council believes that continued reliance on attrition and retirements to fix budget issues is not strategic. Chrissy stated that it's important to continue building the relationship between staff and faculty.

Intercampus Staff Council (Chrissy/Sean): ISAC met this morning at 10am with the Board of Curators. UM System discussed an employee volunteer program initiative which would give employees 8 paid hours per fiscal year to volunteer (UMSL already has a time code for such a program). Lunch with the Board of Curators went well, board members listened and expressed an interest in forming a better relationship with ISAC.

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

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

Strategic Enrollment Management Committee (Chrissy): The committee met last week and began discussion on the concept of strategic enrollment.

Total Rewards Advisory Committee (TRAC) (Sean): TRAC met twice. They looked at the health incentive and it will probably go away as it's not really working the way it should. They discussed trying to individualize plans, and any new program would likely go through a third party. If this happens, they would not be using new money, funds would be reallocated from the incentive plan. Nothing has been finalized, they are still reviewing everything. TRAC met and talked with the Board of Curators regarding the pension fund. It is currently well funded around 85% (the industry high is at 72%)but they will need to make adjustments to get to 100%. They are focusing on return on investment with the possibility of increasing the percentage staff can contribute. They would like more flexibility on how they can invest the money.

Pending Business:

Shared Leave (Rebecca): Nothing to report.

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