Staff Advisory Council Minutes  
July 12, 2018  
201 Hill Hall  
1:15pm – 3:00pm

**Attendance Record**

<table>
<thead>
<tr>
<th>Administrative/Professional</th>
<th>Crafts/Maintenance</th>
<th>Clerical/Office</th>
<th>Technical/Paraprofessional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Ingram – x</td>
<td>Ronnie Moten – o</td>
<td>Liz Beal – x</td>
<td>Megan Thompson – o</td>
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<tr>
<td>Julie Loftin – x</td>
<td>Brad Sharp – o</td>
<td>Dayla Botts – x</td>
<td>Jan Judy-March – o</td>
</tr>
<tr>
<td>Sean Brown – x</td>
<td>Steve Stockman – x</td>
<td>Liz Zufall – x</td>
<td>Rachel Powers – x</td>
</tr>
<tr>
<td>Hannah Clampitt – x</td>
<td>Eric Henley – x</td>
<td>Chrissy Kintner – x</td>
<td>Tammy Browning – x</td>
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<tr>
<td>Alisa Petty – SAC/OSAIV</td>
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<td>HR Ex Officio – Patty Haberberger (VC for HRS)</td>
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**Call to Order:** Chrissy called the meeting to order at 1:17pm.

**Upcoming Meetings & Dates:**
- July 26, 2018 – SAC Meeting – 201 Hill Hall
- August 10, 2018 – New Member Orientation – 194B General Services Building
- August 23, 2018 – SAC Meeting – TBD, Andy Hayes (Assistant Vice Chancellor for Civil Rights & Title IX) and Amber Lammers (Director of Investigations), guest speakers
- September 13, 2018 – 314 Hill Hall
- September 27, 2018 – 314 Hill Hall

**Minutes Approval:** Changes to the minutes for June 14, 2018 were discussed. Julie motioned to approve the changes with additional changes to information about TAP to come from Patty Haberberger and Sean seconded. Motion carried. Changes to the minutes for June 28, 2018 were discussed. Julie motioned to approve the minutes with changes and Sean seconded. Motion carried.

**Secretary/Treasurer Report (Dayla):** Nothing to report.

**New Business:**

- **Nominations for 2018-2019 Executive Committee** – Chrissy reminded SAC members to send nominations to admin by Friday, July 20th.
- **Approval of Education Award Recipients** – Julie motioned to approve the review committee’s selections, Dayla seconded. Motion carried. Admin will notify applicants of the results.
- **Proposed Changes to Bylaws** – Chrissy presented proposed changes to the SAC bylaws. There are some formatting changes as well as the proposal to increase the number of members. It was proposed to have either 22 members, adding 2 each year for 3 years or 21 members, adding 2 the first year and 3 the second. Membership would still have 4 representatives from each category, with the additional members being added from staff at large based on the remaining highest votes from all combined categories during elections. Some additional proposed changes are to move elections up to be completed before the July 4th holiday and to move executive committee elections up to the first meeting in July. Admin will put together 2 proposals (one with the increase to 22 members and one with the increase to 21 members) and the SAC will vote on the changes at the July 26th meeting.
- **Concession Stand Fundraiser** – Alisa reported that she received a request to fill out the paperwork for concession stand fundraising. The Council felt that the decision whether to participate in this fundraiser
or not should be made by the council beginning September 1st. Admin will go ahead and fill out paperwork so that it’s done, if needed.

**ISAC Terms** – The Board of Curators wants to be able to build a better relationship with ISAC and, to some extent, the councils on each campus. ISAC is made up of the chair and vice-chair for each campus council, hospital and system. Currently, none of the council terms align, and generally the ISAC term is 1 year, which is not enough time for the Board to get to know members. ISAC is also looking to see if they can get a budget so that each council can travel to another campus at least once and build those meetings around the time the Board of Curators is on each campus. Most of the other councils have 2 year terms, and in most cases the vice-chair becomes the chair. The current Executive Committee does not want to change the way the executive committee is decided on the MU SAC. ISAC is scheduled to meet again on 7/18/18. Chrissy and Liz B. have to have some recommendations to take to the meeting. One recommendation was to maybe change the members who attend ISAC from 2 to 3 members. In this case, it would be the chair, vice chair and a third person who would serve a 3 year term. They are not sure what that would look like, but chances are that that 3rd member would serve a year while not actually on council, so they would need to stay connected to SAC in order to report. Chrissy asked SAC members if they are comfortable with someone other than chair/vice chair being on ISAC. No issues were voiced. It was also suggested to create a 4th position on the Executive Committee to serve as a specified member of ISAC, and that member would serve on ISAC for 3 years. Whoever it would be, the SAC is urged to consider how to place the individual in order to continue the professionalism and relationship building that SAC has achieved and built on the past few years, so as not to undo the progress that has been made. ISAC will probably discuss the ideas at the meeting 7/18 and most likely will not vote until the following meeting.

**Slavery Memorial (added during meeting)** – Chrissy reported that Kevin McDonald and Gary Ward are okay with Liz Z. serving on the committee. Chrissy, Liz Z. and Kevin have passed along Ronnie’s concerns. Liz Z. will let admin know when the committee starts meeting, so it can be added to the agenda.

**Human Resources (Patty Haberberger):** Patty gave an update on Shared Leave – as of Monday, 7/2/18, they had 840 hours donated system-wide, with 494 hours donated from MU, 268 from Rolla, 8 from UMKC and 16 from UMSL. They are not taking applications until August because they have to build the pool of funds first. The SAC asked Patty to pass along thanks to the team for their work on the Shared Leave Program. They will probably need to keep reminding people about the program and how to donate throughout the year. The application process includes a System-wide review committee who reviews all applications from across the system, as well as shared leave administrators on each campus who will screen for eligibility as well as a healthcare provider to monitor. Per Patty, there is a page on the website for FAQs and she suggested the SAC review the FAQs and add any questions they receive, if the question isn’t already on there. There is a webpage for the Share Leave Program on the system page. Patty suggested mentioning the Shared Leave Program at the new employee orientations. They will try to figure out who would be the best person to give this information as the program is managed by System, not Total Rewards or campus HR.

Patty reported that the Salary and Wage guidelines went out. There is a 1.5% pool and a .5% pool and those pools have been distributed and communicated to the units. 1.5% can be used at the unit's discretion and if they want to dip into the .5% pool, they have to have more justification. They have submitted numbers on performance results to the chancellor and are at about 70% completion right now.

**STANDING COMMITTEES:**

**Education Award (Tammy):** The review committee met and selected recipients. Admin will notify recipients once the SAC approves the selection.
Elections (Sean): Sean reported that there have been 680 responses so far and reminded the SAC that the deadline for voting is July 25th.

Fundraising (Steve): Nothing to report.

Marketing & Communications (Tammy): Nothing to report.

SAC Salutes (Eric): Presented the Spring 2018 SAC Salutes Award to the Department of Child Health – Medical Education on July 10th.

Service Champion (Eric): Presented the June and July recipients (Brooke Biggers and Anita Cowan) on July 11th and 12th. The presentation for May recipient, Paul Xiong is scheduled for July 13th at 10am in Galena Hall.

Staff Development Award (Melissa): Nothing to report.

Staff Interest/Ad Hoc (Melissa): Nothing to report.

SPECIAL COMMITTEES:
Capital Financing Advisory Committee (Dayla): Nothing to report.
Chancellor’s Cabinet (Chrissy): They are scheduled to meet again July 17th.

Faculty Council: Nothing to report.

Intercampus Staff Council (Chrissy/Liz B.): ISAC information was discussed in New Business.


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

Strategic Enrollment Management Committee (Chrissy): Nothing to report.

Tobacco Free Mizzou (Julie): Nothing to report.

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

Adjournment: Steve motioned to adjourn and Hannah seconded, motion carried. Meeting adjourned 3:01pm.