Staff Advisory Council Minutes  
July 25, 2019  
194A General Services Building  
1:15pm – 3:00pm

<table>
<thead>
<tr>
<th>Attendance Record</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Professional</td>
<td>Crafts/Maintenance</td>
</tr>
<tr>
<td>Heather Horn – x</td>
<td>TBD</td>
</tr>
<tr>
<td>Ryan Gavin – o</td>
<td>Brad Sharp – x</td>
</tr>
<tr>
<td>Sean Brown – x</td>
<td>Ricky Conatser – x</td>
</tr>
<tr>
<td>Hannah Clampitt – x</td>
<td>David Licklider – o</td>
</tr>
<tr>
<td>Alisa Petty – SAC/OSAIV</td>
<td></td>
</tr>
<tr>
<td>HR Ex Officio – Patty Haberberger (VC for HRS)</td>
<td></td>
</tr>
<tr>
<td>Guest(s): Lee Larrick (Mizzou Online) and Rachel Mitchell (Hospital Staff Council)</td>
<td></td>
</tr>
</tbody>
</table>

Call to Order: Liz B. called the meeting to order at 1:15pm.

Upcoming Meetings & Dates:
- August 9, 2019 – 194B GSB, SAC Annual Retreat
- August 22, 2019 – Legends Room, MizzouRec
- September 12, 2019 – TBD
- September 26, 2019 – TBD, Andy Hayes and Amber Lammers, guest speakers

Minutes Approval: Brad moved to pass minutes from June 27, 2019 meeting, Liz Z. seconded, motion carried. Brad moved to pass minutes from July 11, 2019 with changes, Liz Z. seconded, motion carried.

Secretary/Treasurer Report (Dayla): Dayla reported that the Executive Committee met with Chancellor Cartwright and Gary Ward on the 15th. They let them know that elections are going on and that the SAC will elect the new executive committee at the next SAC meeting. They also discussed some ideas to make changes to Staff Recognition Week. The Executive Committee asked Patty Haberberger for updates on the campus climate survey and will also ask it part-time employees are included in the salary guidelines and if they participate in MyPerformance. Per Patty, part-time staff are on salary guidelines and are eligible for merit increases. The Executive Committee met on the 17th and discussed the team building activity for the SAC retreat. The decided to book a team building activity with Venture Out and it is scheduled for 9:30am on August 9th at the Venture Out facility, but will be at the General Services Building if weather is bad. Admin will try to get specifics on what kind of activities they will have. The Executive Committee also discussed elections. Admin has emailed all of the winners and has heard back from all but one person. Admin will wait to make the announcement to campus until everyone has confirmed. The plan is to hopefully send a letter to the new members’ supervisors before the retreat on August 9th. It will become standard to contact supervisors. They talked a bit about the video series and would maybe like to have a video introducing the new Executive Committee and new SAC members. They meet again with Chancellor Cartwright on August 20th and with Gary Ward on August 29th.

New Business:
Executive Committee Elections – SAC members voted for the 2019-2020 Executive Committee and those members will be: Hannah Clampitt – Chair, Liz Beal – Vice-Chair, and Heather Horn – Secretary/Treasurer. Dayla Botts was elected as the three-year ISAC representative.
Proposed Committee Changes – Liz B. discussed some proposed changes to the SAC committees:

- Have one Fundraising committee responsible for all fundraising throughout the year and dissolve separate Online Auction committee
- Combine the SRW Awards and Ceremony committees
- Move the Arts and Crafts Showcase committee to fall as a subcommittee under the SRW Events committee
- Create a separate committee to manage the video series

Liz Z. moved to make the proposed changes to the committees, Regina seconded. Motion carried.

Call for Committee Chairs – Liz B. asked that SAC members let admin know if they are interested in chairing a committee next year. Admin will send a list of the committee descriptions.

Team Build – Discussed during the secretary’s report.

End of Year Reports – Admin reminded committee chairs to turn in their end of year reports. She will email the report template to committee chairs. Liz B. also discussed that admin will set up meetings for the current Chair and the newly elected Chair to meet with outgoing and incoming committee chairs for committee breakdowns.

Human Resources (Patty Haberberger): Patty was asked to give an update on the meet and confer with the union. Per Patty, it is still in negotiation, so she cannot discuss at this time. They will meet for the third time on July 31st and will hopefully have something figured out.

Patty gave information on a website that discusses Strategic Initiatives Progress Report on the system’s site. There is a strategic plan that has five compacts: Student Success, Research and Creative Works, Engagement and Outreach, Inclusive Excellence and Planning, Operations and Stewardship. President Choi carved out $250 million over a five year period that they would allow for donors to match to bring forward some recommendations for investments for all of the compacts. They got $7.5 million for faculty and staff success funding. They organized HR task forces system-wide, to look at recruitment and operating, policies, data analytics, off-boarding compensation and classification. The task forces brought forward ideas for investments around those things. Based on the campus climate survey, some issues were identified, such as hiring practices, management training, professional development and career-pathing. Learning and development folks are developing system-wide an academic leadership development for chairs and deans and leadership development for staff for 3 levels of management. They are putting together some development grants as well. They are also working on some life-cycle tools, using Qualtrics they can do onboarding surveys, ad-hoc surveys, pulse surveys and exit surveys, so they can start collecting data. They have been given two additional recruiters and Patty also hired one with HR funds, so they will have three total. They are changing some processes so recruiters will screen and interview candidates and will then present candidates to hiring managers, so they will have a better pulse on internal candidates as well as have a little more control over quality and diversity of candidates as well. The HR Council approved the organ donor policy, the policy hasn’t been written yet, but is moving forward. The policies under review next are a drug screening policy, criminal background check policy, grievance policy. The put it an RFP to outsource FMLA. They don’t know what that looks like yet, but it doesn’t include Shared Leave for now.

Patty gave an update on Shared Leave from July 1, 2018 – May 31, 2019. Mizzou had 24 applications, 15 approved, 9 denied. 8 denied due to not a catastrophic illness (determined by physician) and 1 denied due to incomplete application. Columbia had 2,903 hours donated, which equaled a little over $85,000. They have granted 1,742.8 hours at a cost of $40,045, so they have a balance still.
Liz B. asked if Shared Leave can be retroactive. Per Patty, it would go under FMLA, so they would have protected leave during their time out. Liz B. also asked why intermittent leave is not included under Shared Leave. Patty will look into this as she doesn’t know why intermittent leave was excluded. Liz B. also asked if there’s a point of contact to ask questions about Shared Leave. Per Patty, staff should reach out to their HR professional.

Patty shared that Forbes sent a letter to announce that Mizzou has been named to the inaugural Forbes 2019 list of America’s best-in-state employers.

Patty gave an update on the campus climate survey. They have made progress on all areas, except for planning an event to celebrate staff to raise morale. The website has not been updated with the progress as of yet, but Patty will share when that’s updated so SAC can share with staff.

**STANDING COMMITTEES:**

**Education Award (Liz Z.):** Sonya Nistendirk sent some edits to the application form, but they are minor edits.

**Marketing & Communications (Liz Z.):** Nothing to report.

**SAC Salutes (Sean):** The presentation for the Spring 2019 recipient, the MU Pre-Employment Transition Services Team, is scheduled for July 26th at 11:30am.

**Service Champion (Sean):** Presented the July 2019 award to Tara Jackson on Tuesday, July 23rd. The June presentation for Ashli Grabau was rescheduled for August 7th at 11am.

**Staff Development Award (Ricky):** The next deadline is August 14th. The mass email call for applications has gone out.

**SPECIAL COMMITTEES:**

**Campus Facilities Planning/Space Utilization Committee (Sean):** Nothing to report.

**Chancellor's Cabinet (Liz B.):** Nothing to report.

**Chancellor's Military and Veterans Standing Committee (Eric):** Admin reported that per Eric, they have been divided into 5 or 6 different groups. He is on the group for programming, which is for finding things for veterans to do. They have come up with some ideas and the number 1 idea is to schedule a town hall with the chancellor. They are trying to figure out how they will pay for the activities they choose to do. He will probably be on the committee for awhile, there is currently no end in sight. They met on July 12th but the main group hasn't met in awhile.

**Digital Accessibility Advisory Board (Ryan):** Nothing to report.

**Intercampus Staff Council (Liz B./Hannah):** Liz B. reported that they had a lot of good feedback and good ideas for the Board of Curators meeting. They will be taking nominations for their new officers and they will vote at the end of August. They will be working as a group to start working with Marsha and System to develop some system-wide staff recognition awards. President Choi is on board. ISAC will also
have a retreat in November and they will focus on some goal-setting and planning for the June lunch with the Board of Curators.

**MU History Working Group (Liz Z.)**: Nothing to report.

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

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

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

**Adjournment**: Rachel moved to adjourn, Hannah seconded, meeting adjourned 2:51pm.