Staff Advisory Council Minutes
July 26, 2018
201 Hill Hall
1:15 pm – 3:00 pm

**Attendance Record**

<table>
<thead>
<tr>
<th>Administrative/Professional</th>
<th>Crafts/Maintenance</th>
<th>Clerical/Office</th>
<th>Technical/Paraprofessional</th>
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</thead>
<tbody>
<tr>
<td>Melissa Ingram – o</td>
<td>Ronnie Moten – x</td>
<td>Liz Beal – x</td>
<td>Megan Thompson – o</td>
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<tr>
<td>Julie Loftin – o</td>
<td>Brad Sharp – x</td>
<td>Dayla Botts – x</td>
<td>Jan Judy-March – x</td>
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<tr>
<td>Sean Brown – x</td>
<td>Steve Stockman – o</td>
<td>Liz Zufall – x</td>
<td>Rachel Powers – o</td>
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<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 – Sam Reitz (HR Consultant Sr.)</td>
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**Guests:** Kayla Chandlee (Hospital Council), Sally Barnes and Meghan Alexander (College of Ed. Council)

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

**Upcoming Meetings & Dates:**
- 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:** Liz Z. motioned to approve the minutes for July 12, 2018. Hannah seconded. Motion carried.

**Secretary/Treasurer Report (Dayla):** The Executive Committee met on July 16th and discussed the bylaws and new member orientation meeting for August 10th. They met with Gary Ward on July 19th and asked Gary if estimates for work could come directly from Construction Services/Campus Facilities before going through Construction, Planning & Design to help save on cost. Per Gary, the first estimate is free. They discussed Mizzou North and per Gary it is not sold. They hope to move everyone out in 2 to 3 years. AP Green and Alton were transferred to Hospital. University Heights is going to come down, they have moved the students out and the plan is to lease out the land. The Village has already come down. They sold some parts of Sinclair Farm and the funds will be going to the School of Nursing. 50% of funds will be for scholarships and 50% will be for operating costs. The TPMC (Translational Precision Medicine Complex) will be on the Columbia campus. They would like to have people moved into the building by 10/19/21, but have not started building yet. Dean Loboa will come speak to the SAC about this project. The Executive Committee meets again on July 30th and will meet with Gary Ward and Chancellor Cartwright again on August 6th.

**New Business:**

**Vote of Proposed Changes to Bylaws** – Chrissy went over the proposed changes to the bylaws, which included some clean-up of language as well as the proposal to increase membership of the SAC to 21 or 22 members. Liz Z. moved to approve the increase in membership to 22, Ronnie seconded. Motion carried.
Dayla moved to add 3 new members for the next 2 years in order to get to 22 members in 2020, Ronnie seconded. Motion carried.

Committees – Alisa reported that the Staff Development Award Review Committee and the Education Award Review Committee will need new Ex-Officios for 2018-2019 as the two current members are leaving this year. Chrissy asked SAC members to think about whether they’d be interested to serve in this capacity.

Staff Grievance Policy Follow Up – Chrissy asked if there is any more feedback regarding the Staff Grievance Policy. She only received feedback from two people last time. Some concerns are about the language of the policy being unclear, which causes confusion as to how the actual process works and who is involved. Additionally, there is concern that the campus grievance officer is not listed on the website and is difficult to find. The SAC discussed getting someone to speak regarding the policy in order to learn more about it. They would also like to see what the process is to revise it and if it’s something the Council can help with and how. This is something to potentially look at more closely in the coming year.

**Human Resources (Sam Reitz):** Sam reported the the changes to the Tobacco Free Policy are going into effect August 20, 2018. The website is tobaccofree.missouri.edu and there is a report button on the website if someone needs to report problem areas. The committee will increase the student monitoring to 40-50 hours per week once the semester starts. Per Chrissy, this committee is grant funded and not funded with university money. MU Healthcare has a parallel committee to make sure they’re on the same page as campus. Students and staff can get free nicotine gum to help try and quit smoking and MU Healthcare has a similar program. Communications will go out soon, when everything is finalized and the marketing messages are approved.

**STANDING COMMITTEES:**

**Education Award (Tammy):** Nothing to report.

**Elections (Sean):** Sean reported that elections ended yesterday. The winners have been emailed and once they confirm they’ve accepted their position, the committee will let the other candidates know the results and then a mass email will go out to inform the campus of the results. Letters will be sent to Chancellor Cartwright and Gary Ward to notify them of the new representatives as well.

**Fundraising (Steve):** Nothing to report.

**Marketing & Communications (Tammy):** Nothing to report.

**SAC Salutes (Eric):** Based on the votes turned in, the Summer 2018 recipient is the MU Child Development Lab. Admin is working to schedule the presentation.

**Service Champion (Eric):** Presented Paul Xiong with the May 2018 Service Champion Award on 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 met on July 17th and information about the TPMC was shared. Chrissy is working to have someone come share information on that with the SAC. MSA is in the process of creating a freshman council, which will involve a lot of mentoring and information about what student government is all about. The GPC is in planning stages of completing and endowment for students in emergency circumstances (ex: food and security, home and security, etc.) Gary Ward was inducted as the newest member of the Jefferson Club and they gave him a plate. Campus Climate came up and the website Missouri.edu/climatesurvey.com shows the progress. Patty Haberberger will give an update the next time she’s at an SAC meeting. Chrissy has asked that the SAC remain involved in the work as well as other councils in the academic units/departments.

There is talk of possibly setting up a task force to look at how they develop marketing and communication system-wide, possibly to try and judge the effectiveness of what we do. Chrissy is going to reach out to Cindy Harmon to get more information on what this is and to see if there’s an opportunity for the SAC to be involved.

They reported that Athletics had a deficit last year due to low attendance and in general. They are working to clean up the deficit and have a good chance to balance their budget this year. The Greek Life Advisory committee met on July 17th and Gary Ward received a report. They are working on a communications plan, but not sure what’s in the report as of yet. Christian Basi reported that they hired a new social media director.

**Faculty Council:** Nothing to report.

**Intercampus Staff Council (Chrissy/Liz B.):** Marsha Fischer gave an update on Shared Leave, but there is nothing new to add. Hospital is not pleased with the plan as they no longer have maternity leave and cannot donate to a specific person. Marsha’s going to look into short term disability and parental leave policies. Most people have been happy with the Share Leave Program. Marsha also spoke about the focus of the new HR. They are working on the work structure for HR. They would like to focus on three main things: 1. Their own work structure system-wide 2. Recruiting and onboarding process 3. Campus strategic business partners. In the next 5 years she would like to work on offboarding, professional development, process and policy improvements, data analytics and compensation and classification. They are aware of some issues and are working to correct them.

The discussed the length of terms of ISAC members and what the membership should look like. Everyone is mostly in favor of adding a 3rd member as well as having 1 of the 3 members of each campus serve a 3 year term. That 3 year member is not defined, so it can be who the campus council determines that person to be. Verbage is being written up and they will vote electronically before the next meeting. The university task force ended, so there is no reason to pursue getting a staff member on. They discussed having an ombudsman for each campus, UMKC has a PT ombudsman, and they saw 13 staff and 16 faculty last year. An ombudsman is someone you go to if you’re experiencing an issue (not HR or Title IX) and can take complaints to. They are an impartial party that you can see if you have issues. Teresa Long said they had one on the MU campus before and nobody used it, so they got rid of the position. ISAC will come back with more information as the Board of Curators told ISAC that they should look into it. Liz B. and Chrissy will find out more and bring that information back to SAC. The UMKC ombudsman was not able to make the ISAC meeting. They are trying to get more involved in learning about the BOC and what they do. Cindy Harmon will be attending the August ISAC meeting to give some insights into what they do and what their relationship moving forward might look like. Cindy is the assistant to the BOC.
Resource Allocation Model Committee (Liz B.): They are still meeting every other week. They are deciding how the revenue buckets should be distributed and what the cost buckets are, etc. The next couple of meetings they will start voting on where dollars will be going and such. They are close to having a formal model for Rhonda to present. Liz will find out who the final approval comes from at the next meeting. There will be another team to oversee the model once it’s done and that team will continue to make recommendations to the chancellor.

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

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

Tobacco Free Mizzou (Julie): They are preparing to close the committee because the work is completed now that the policy is in place. The university is now just working on implementation, signage, and enforcement ideas, etc. Additionally, they are identifying how to roll out the new policy.

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

Adjournment: Sean motioned to adjourn and Jan seconded, motion carried. Meeting adjourned 2:58pm.