Staff Advisory Council Minutes
July 27, 2017
Townsend Hall 109
1:15pm – 3:00pm

<table>
<thead>
<tr>
<th>Attendance Record</th>
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<tbody>
<tr>
<td>Administrative/Professional</td>
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<tr>
<td>Melissa Ingram – x</td>
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<tr>
<td>Julie Loftin – o</td>
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<tr>
<td>Sean Brown – x</td>
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<tr>
<td>Rebecca Bergfield - x</td>
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<td>Alisa Petty – SAC/OSAIV</td>
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<td>HR Ex Officio – Patty Haberberger</td>
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<td>Guests: Beth Brown (School of Medicine council) and Deidra Ashley (Hospital Council)</td>
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Call to Order: Chrissy called the meeting to order at 1:14pm.

Guest speaker(s): Rhonda Gibler (Vice Chancellor for Finance) spoke about what's been going on since the public sessions. (Livestreams for the public sessions are still available online.) The state has announced that they will have additional withholdings. Leadership based the budget on cuts of roughly 6.5%, which is what the legislature passed, and new cuts put it closer to 9% which the governor originally budgeted to cut for higher ed. Campus plans took the 9% cut into consideration, so at this time there is no need to drastically change the plan put in place before the additional withholdings. They are not sure what will happen in the future, or what the state's budget will look like in the future. Leadership is trying to be realistic in what to budget for and not bank on long shots. Dr. Choi put together a memo to encourage folks to continue to be extremely diligent in how to spend the resources we have. The memo was sent to the Chancellor, Provost and CFO of each campus as well as ISAC and IFAC. Campus is drafting a memo referencing Dr. Choi's memo which will be sent out within a week. Both memos will also be posted on the website. Rhonda spoke about one of the reasons finances got so bad is there was fear of retribution for pointing out things that are problematic and it is very important to her that people on campus know that leadership wants to know if there are issues and they want to help. They have hotlines for anonymous reporting to help with this. Rhonda pointed out that Dr. Choi gave system and campus leaders the opportunity to provide feedback before he sent his memo. Leaders will be devising the most strategic way to review things and Dr. Choi will review at the end of the year to make sure the needle moved. Leadership will provide monthly feedback as accountability as well. They are always working on how to communicate with the public, internal constituent groups and the government/legislature; they're always trying to be very clear with the governor and legislature that we're taking this seriously and being responsible with the resources we have. A question came up regarding how to pass on ideas for the budget. Per Rhonda, ideas should be first communicated to those closest to it so that they can think through the idea. There is also a suggestion box online and those ideas submitted are collated and sent to leaders for review.

Upcoming Meetings & Dates:
- August 11, 2017 – 194A&B GSB – New Member Orientation
- August 24, 2017 – E205A Locust Street Building – Ellen Eardley, Sara Rubenstein, Ryan Gavin and Brittani Fults, guest speakers
**Minutes Approval:** Rebecca motioned to approve minutes from the July 13th meeting with changes. Eric seconded. Motion carried.

**Secretary/Treasurer Report (Dayla):** The Executive Committee met with Gary Ward on 7/17 and discussed the budget. There are no FY19 details as of yet, but Gary imagines there will probably be a few more years of layoffs. Gary recommended to reach out to HR to find out the success of the job fair. Per Patty Haberberger, the job fair was poorly attended – there were more employers in attendance than potential employees. However, the HR information sessions were well attended. Per Gary, they had a budget forum leadership meeting with Student Affairs and he will meet with individual departments as well and hopes to complete that by the end of the year. The Executive Committee met with Suzette Heiman on 7/26, she is currently in charge of communications. Suzette is creating a pipeline for communications on campus and she has about 5 people on campus within communications that she’s trying to form teams with to figure out a way to get communication into the office. Communications will include positive information on campus, stories, profiles, etc. and she would like for the SAC to have someone involved in the pipeline as well. She is also working on creating a campus-wide calendar of events. They hired a branding firm for a 3 year contract. They will kick off in August and hopefully in 3 months will have a brand formed for the university to roll out in November or December. This will help create a positive image and reputation and will help provide consistent messages across campus. Chrissy would like to have a member of the SAC included in the pipeline and asked that members think about participating if they’re interested. Some information the SAC might share is award recipient or nominee stories.

**New Business:**

- **Total Solar Eclipse:** Chrissy has been invited to attend bi-weekly meetings regarding planning for the solar eclipse. Interim Chancellor Stokes sent her policy regarding the eclipse out yesterday. Parking and Transportation will be sending out their own communication regarding parking on 8/21. There are many events going on in the area and information can be found on the website.
- **SAC 2017-2018 Executive Officer Elections:** Members of SAC voted for the 2017-2018 officers who will be Chrissy Kintner (Chair), Liz Beal (Vice Chair) and Dayla Botts (Secretary/Treasurer).
- **Education Award – vote on changes to guidelines and approval of fall award recipients:** SAC members voted to allow a staff member to be eligible for the Education Award once every 12 months, from the date of the award. The SAC also voted to approve the Fall 2017 recipient recommendations.
- **New Member Orientation Luncheon:** Members of the SAC voted to order lunch from The Stadium Grill for the orientation meeting. Admin will email a menu and collect orders.

**Women of Mizzou:** The Status of Women Committee reached out to the SAC, they are creating a Women of Mizzou networking committee. At this time, they’re not sure exactly how it’s going to work, but it will be for professional development and networking. There was a happy hour at the Heidelberg where 44 people attended. They are still in the planning stages, but Chrissy would like to have a woman from the SAC as a representative, she asked for interested parties to let her know.

**Human Resources (Patty Haberberger):** Patty had nothing to report and so took questions. Rebecca asked if there have been any conversations regarding Shared Leave. Per Patty, HR had a council meeting yesterday and she brought it up. There has been no movement on it, but it is still on the radar. Jill Pollock has seen the information and it is still alive. Rebecca will share her research.

**STANDING COMMITTEES:**

- **Education Award (Tammy):** Recipients will be notified once SAC approves the review committee’s recommendations.
**Elections (Sean):** Four new members were elected: Ronnie Moten (CM), Hannah Clampitt (AP), Megan Thompson (TP) and Liz Zufall (CO). Nearly 900 people voted.

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

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

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

**SAC Salutes (Eric):** The presentation for the Summer 2017 recipient, Office of Graduate Studies, is scheduled for 12pm on 8/4/17.

**Service Champion (Eric):** Nothing to report.

**Staff Development Award (Julie):** A call for applications went out 7/18/17. The deadline for applications for fall funding is August 16th.

**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.

**Digital Accessibility Advisory Board (Tammy/Christa):** The committee is met on 7/20/17 and discussed background information on digital accessibility. The mission is to review proposals on how to get digital accessibility out on campus and how to provide the policies and such on campus and then choose which proposal to move forward with. There are currently 3 proposals to review. There will also be a working group moving forward.

**Faculty Council:** Nothing to report.

**Intercampus Staff Council (Chrissy/Sean):** Nothing to report.

**Resource Allocation Model Committee (Liz):** They are working to schedule the first meeting.

**Safe Mizzou Coalition Committee (Julie):** Julie emailed the schedule for Safety Week and asked members of SAC to help push communication for the event.

**Steering Committee for Administrative Performance & Process Improvement Project (Chrissy):** They are moving forward and making progress. There should be an official announcement in the next week or so.
Strategic Enrollment Management Committee (Chrissy): The committee is scheduled to meet this afternoon. Chrissy asked SAC members to email her any ideas on strategic enrollment.

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

Pending Business:
Shared Leave (Rebecca): Nothing to report.

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