Staff Advisory Council Minutes
October 25, 2018
314 London 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>
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<tbody>
<tr>
<td>Heather Horn – x</td>
<td>Ronnie Moten – x</td>
<td>Liz Beal – x</td>
<td>Jan Judy-March – x</td>
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<td>Ryan Gavin – o</td>
<td>Brad Sharp – x</td>
<td>Dayla Botts – x</td>
<td>Rachel Powers – x</td>
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<td>Sean Brown – x</td>
<td>Ricky Conatser – x</td>
<td>Liz Zufall – x</td>
<td>Scott Noble – x</td>
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<td>Hannah Clampitt – x</td>
<td>David Licklider – x</td>
<td>Regina Baer – x</td>
<td>TBD</td>
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<td>Alisa Petty – SAC/OSAIV</td>
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<td>HR Ex Officio – Patty Haberberger (VC for HRS)</td>
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Guests: Chrissy Kintner, Tammy Phanichkul (SOM council), Michael Urban & Sally Barnes (COE council)

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

Upcoming Meetings & Dates:
- November 8, 2018 – 314 Hill Hall, Provost Ramchand, guest speaker
- November 8, 2018 – 211 Middlebush Hall – Round Table Meeting with Cindy Harmon
- December 13, 2018 – Plaza 900 – Holiday Luncheon, Gary Ward and Gerald Morgan, guest speakers

Minutes Approval: Changes to minutes for September 27th and October 11th, 2018 were discussed. Brad moved to approve both sets of minutes with changes, Rachel seconded. Motion carried.

Secretary/Treasurer Report (Dayla): The round table meeting with Patty Haberberger was on October 17th. They talked about defining the Employer of Choice/Employee Value Proposition as why people want to work for Mizzou. Well-being, branding, total rewards and career development are categories they’re looking at.

The Executive Committee met on Friday and had Mike Sokoff in to talk about the question about parking communications – possibly using delegated email addresses/alternative ways to contact people. He will double check, but he thinks they can enter multiple email addresses in the parking portal. They will have him come in and talk at an SAC meeting regarding parking and transportation. There are 22,000 parking spaces and every day 40-50k people are served in those spaces. Parking & Transportation has 13 employees to manage everything. Mike is also willing to participate in videos if that’s the forum replacement option chosen. His marketing team has some ideas on how to make parking more approachable. They are also going to be dealing with everyone getting a new license plate with the new bicentennial plates coming out.

There is another round table meeting coming up on November 8th and members will have to leave the SAC meeting early to go to the meeting at 2:15pm with Cindy Harmon.

The Executive Committee is scheduled to meet with the chancellor and Gary Ward again on November 9th. The last meeting was cancelled.
New Business:

Green Dot – Ricky discussed the possibility of partnering with Green Dot during some of the activities the SAC does, for example, Staff Recognition Week. He thinks it would be a good way to share information about Green Dot with staff. He also suggested meeting with the new coordinator of Green Dot, once that person is hired.

SEM Tactics Regarding Staff – Liz B. reported that Marty Oetting reached out to her and Patty to see if the SAC can discuss a couple of things. The idea is to look at the parts of the SEM plan that relate to staff. Goal 1 is to obtain 10,000 completions by 2023. Underneath that goal are 3 strategies and the one that is specific to staff is strategy C – to create a culture of lifelong learning for MU employees and alumni, including those who have not completed MU degrees. Underneath that strategy are 4 tactics:

1. Improve institutional support for staff to pursue undergraduate, graduate and professional degrees and certificates.
2. To recognize current staff members who have completed an undergraduate, graduate and professional degree or certificates during their time working for MU.
3. To increase continuing education opportunities for MU alumni.
4. To create an institutional awareness campaign to promote educational opportunities for MU employees.

Marty’s request really focused on the first 2 tactics. Need to think through the process of how to come up with a solution, who should be at the table, etc. They are looking for ideas on actual steps that can be taken to meet the goal, to pass along to Marty. They like to use data to help make decisions. Chrissy already has a request to pull data to see how many staff members are using the educational discount. She will share that data once she gets it.

Some ideas and questions were discussed regarding continuing education:

- To make advisors and/or financial aid staff available to work specifically with non-traditional, full-time employees wanting to go back to school.
- Maybe have a team of people available to help navigate between programs and supervisors being flexible and maybe have an HR rep to help look at career pathing.
- Review the academic renewal process for staff and see if there are any changes that can be made to simplify the process or make it easier to go through.
- Look at those with partial credits or associate’s degrees and try to encourage them to continue their education.
- Review the GRE requirement in programs and maybe drop that particular requirement for faculty and staff and use professional recommendations/resumes/etc. instead, or possibly offer some sort of tutoring to help refresh on skills like language and math that they may not have taken for several years.
- Maybe create a peer mentoring group or support group/panel to talk about how they completed school while working, etc.
- Possibly look at ways to incentivize programs to accept part-time students or part-time employees. Look at how to incentivize departments to encourage staff to go back to school.
- Is there a way to help folks get their GED to remove the barrier to applying to higher education?
- How do we get the resources for continuing education to staff?
  - Maybe supply a list of degree programs that accept part-time students, etc.
  - Where would the resource information be found? Admissions webpage? Total Rewards site with the educational discount information? MyLearn?
• How do we get data on how many people we have with degrees of varying sorts and where from?
• What is available to staff on Mizzou Online?
• Can we create some kind of interdepartmental generic graduate program that will allow part-time students?

Some ideas and questions were discussed regarding recognition for completing higher education:
• Send a list out to departments/campus to recognize folks who have completed their higher education.
• Maybe have some sort of employee cord or something for staff/faculty to wear when they graduate.
• Can we incorporate some sort of recognition with the Awards Ceremony during SRW?
  o Is there a way to get a list of folks who finished this last year to use for the upcoming SRW in May?
  o Do we recognize those who are enrolled, but have not yet completed?
  o Do we give certificates? Have a scrolling list on the screen? Ask them to stand and be recognized?
• Maybe have the Chancellor, Provost or Dean(s) send a letter to recognize the accomplishment.
• Can the deans report to the Provost how they recognize this for their staff?
• Is there a way to get count toward credit hours based on work?

SAC members can send any other ideas or questions they have to Chrissy.

**Old Business:**

**Basketball Fundraiser** – Admin reported that only 3 of the 5 selected basketball games are available to work. Also, there are no minimum game requirements this year, so the SAC can either work the 3 available games, or can choose 2 other games to work for a total of 5. The SAC decided to move forward with 2 more games. Admin will send a list of the other open dates for the SAC to choose from and will also send the sign-up information to work the 3 dates which have been scheduled (12/4/18, 12/7/18 and 1/8/19). Admin will include the other councils and past SAC members on the sign-up poll.

**Fundraising Allocation** – Liz discussed the proposed ideas for fundraising allocation, which were discussed at the 10/11/18 meeting: 1. Take a percentage of every fundraiser to go to reserves for basic needs (20% to reserves and 80% to a designated cause). Liz Z. moved to approve this idea, Hannah seconded. Motion carried. 2. Prior to each fundraising event, the Council will decide where to allocate 80% of the funds raised. Rachel moved to approve this idea, Brad seconded. Motion carried. 3. Funds raised from the basketball concession stand fundraiser this year will go toward the Staff Development Award program. Sean moved to approve this allocation, Ronnie seconded. Motion carried.

Dayla brought up discussion on the possibility of including part-time employees in recognition and development. Will create a small working group to discuss this information. Members should email interest in the working group to admin by November 1st.

**Human Resources (Patty Haberberger):** Patty reported that they are looking at a Voluntary Retirement Program for tenured faculty, which is kind of like a tenure buy-out. Right now they are just discussing the parameters around the program and what the offering will be. Patty will bring an update once she has more information.
Patty also reported that there were some issues with staff members who were enrolled in a full-time Master’s program being bumped to a student status and being forced to park in student parking. Per Patty, they worked with Parking & Transportation and were able to remove this bump from the system.

Patty informed the SAC that Peggy Spiers and Cindy Cover are retiring soon and they have hired a couple of new HR professionals.

Per Patty, they had a presentation from David Novak, who spoke on employee recognition. She said it was a very good presentation and hopefully they can put information from that into a formalized recognition program. Patty will bring more information as it comes up. They have $7.5M carved out for staff and faculty success and they are discussing what that will look like.

They had a change management retreat with System, the chancellors, vice chancellors and provosts from each campus. They recommended that they wipe every standing meeting off of calendars and re-think how they meet and be more mindful of time – maybe shorten meetings, have agendas, etc.

STANDING COMMITTEES:
Education Award (Liz Z.): Nothing to report.

Fundraising (Jan): Nothing to report.

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

SAC Salutes (Sean): The presentation for the Fall 2018 SAC Salutes Award recipient, MU Rural Track Pipeline Program Team, is scheduled for November 6th at 11am.

Service Champion (Sean): The presentation for the October 2018 recipient, Jason Huntsperger, is scheduled for today at 3:30pm.

Staff Development Award (Ricky): Nothing to report.

SPECIAL COMMITTEES:
Campus Space Utilization Committee (Sean): Nothing to report.

Capital Financing Advisory Committee (Dayla): They are scheduled to meet again on November 28th.

Chancellor’s Cabinet (Liz B.): The meetings have been cancelled for now. Chancellor Cartwright is revamping who he meets with and why and is looking for feedback on what that can look like so that meetings run the best way possible, and are a more efficient use of time.

Intercampus Staff Council (Chrissy): Chrissy reported that UMKC has an ombudsman, which is a person who will listen to complaints/concerns/etc. and who is completely neutral. They can get resources and facilitate discussion, if needed, but they have no authority to make decisions. The ombudsman for UMKC works approximately 10 hours per week and served about 15 people last year. There is a national council of ombudsman. MU used to have an ombudsman, but does not have one anymore. There is a task force at System looking at the possibility of adding an ombudsman at the system
level. The staff member on the task force is from UMKC and they are going to try and get another staff member as well. They are trying to get more information about what this person would do for faculty and staff and they are trying to determine if this would be an effective role/expense.

Marsha Fischer presented some things coming up with HR initiatives, such as changes to the pension plan for incoming (new) employees. There was nothing else new to report at this time.

**Resource Allocation Model Committee (Liz B.):** Liz B. reported that they final saw numbers and what the model looks like and what that does to certain areas. They only saw numbers that included FY17, so there might not be quite as large a gap as a lot of folks saw big budget cuts already in FY18. Rhonda intends for it to roll out in practice in 2021. More information will come and will schedule Rhonda to come and present that information to the SAC when it’s ready.

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

**Slavery Memorial Working Group (Liz Z.):** Nothing to report.

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

**Adjournment:** Hannah moved to adjourn, Rachel seconded. Meeting adjourned at 2:58pm.