Staff Advisory Council Minutes  
November 8, 2018  
314 London Hall  
1:15pm – 3:00pm

<table>
<thead>
<tr>
<th>Attendance Record</th>
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<tbody>
<tr>
<td>Administrative/Professional</td>
</tr>
<tr>
<td>Heather Horn – o</td>
</tr>
<tr>
<td>Ryan Gavin – o</td>
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<tr>
<td>Sean Brown – x</td>
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<td>Hannah Clampitt – x</td>
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Alisa Petty – SAC/OSAIV  
HR Ex Officio – Sheryl Cullina (HRS Consultant Sr.)  
Guests: Michael Urban & Sally Barnes (COE council)

Call to Order: Liz B. called the meeting to order at 1:17pm.

Guest Speaker(s): Provost Latha Ramchand introduced herself to the SAC. She discussed how everyone on campus is working toward the same goal, which is student success and she wants to hear opportunities and challenges from staff. She’d like ideas on how we can grow this institution together.

Liz B. mentioned staff being frustrated with relationships with faculty who are not good in management/leadership roles. Per Provost Ramchand, faculty sometimes needs help on how to change management. One of the associate provost roles will work with this. They are also looking into leadership retreats for chairs – can we put in place programs that will help program chairs, deans, etc.? They are looking into creating workshops for that. She would like staff to chime in on some struggles faced during training.

Liz B. also brought up 360 evaluations; giving staff the ability to evaluate their leadership. Some discussion around this is how would the data from a 360 evaluation be used? How do you keep the conversation going and how do we make information effective and make it comfortable for people to give honest feedback (especially in smaller units)?

Provost Ramchand expressed an interest in attending an SAC meeting once per semester. Admin will work on scheduling her to come back.

Provost Ramchand expressed an interest in getting ideas for generating revenue. The SAC discussed a Round Table meeting held with the other campus councils to gather a list of information a while back. That list was given to the chancellor at the time and some of the ideas were used. Dr. Ramchand asked if there were still any ideas from that list worth sharing. Liz B. will look to see if she can find that list.

Another question brought up was whether there is anything being done to hold tenured faculty accountable to stay productive. Per Dr. Ramchand, they try to discourage that kind of behavior when they become aware of it. They can look into alternative things for tenured faculty to do if they’re not researching anymore or if faculty want to do something different, they can ask for workshops to help them shift directions. They are having conversations about what the assessment should look like for those who are not performing or staying productive.
Dr. Ramchand highly encourages open communication and welcomes any ideas, questions or concerns to be sent to her.

**Upcoming Meetings & Dates:**
- December 13, 2018 – Plaza 900 – Holiday Luncheon, Gary Ward and Gerald Morgan, guest speakers
- January 10, 2019 – 305 Hill Hall
- January 24, 2019 – 305 Hill Hall, Mike Sokoff, guest speaker

**Minutes Approval:** No quorum, could not approve minutes for October 25, 2018.

**Secretary/Treasurer Report (Dayla):** The Executive Committee met on 10/29/18 and discussed some possible goals for the SAC:
1. To establish FT vs. PT, who is eligible for awards.
2. Increase followers on social media.
3. Establish 3 year ISAC member parameters.
4. Check with Ryan G. on Facebook settings and guidelines. For example, can we tag people?
They also discussed the Farmer’s Market event and whether to continue working a booth as there were 6 people who stopped by at the September booth and 9 who stopped by the October booth. They also decided to set Round Table meetings for December, February and April. The Executive Committee briefly discussed the possibility of the SAC hosting a session during the Spring HRS sessions. They meet with Chancellor Cartwright and Gary Ward tomorrow and the Executive Committee meets again on Monday.

The Executive Committee met with someone from the English Language Learning Center. He has some ideas on having some classes for employees to help them learn English and also possibly classes for managers to help them learn how to better communicate with staff who can’t speak English well. He will reach out to HR to discuss some of his ideas as well and Dayla suggested he contact Amber Cheek as a resource. He will put together a plan and will then reach out to HR, Amber Cheek and the SAC for feedback.

**New Business:**

**Elections** – Dayla sent out an email to T/P staff on campus to see if anyone would be willing to step in to finish the vacant term. They will do interviews with interested staff members. Admin will schedule 30 minute interviews with candidates.

**Old Business:**

**Basketball** – Admin sent a Doodle poll to add more games to work, but there are not enough people signed up to work the initial 3 games scheduled. Liz B. proposed to drop the idea of adding 2 more games and then make a push to try and get more volunteers for the 3 games which are already scheduled. Admin will text past SAC members Eric and Steve to see if they’d be interested in volunteering. If there are not enough volunteers, admin will send and email poll out to vote on whether or not to work the 3 scheduled games.

**3 Year ISAC Member** – Liz discussed the 3 year ISAC Member role and the SAC discussed some ideas as to how this would work.
- The SAC discussed having the ISAC rep attend half of the SAC meetings throughout the year, whether it’s one per month or some other schedule. This would apply if the ISAC rep is no longer an active Council member.
- There was discussion on what other responsibilities the role would have. The ISAC rep would be involved in meetings that include the System and Hospital councils as well as any meetings with Curators and special meetings as needed.
- The SAC would like this role to be open to anyone who is at least in their 2\textsuperscript{nd} term on council.
- There was some discussion on whether the person in this role can serve in dual roles, such as on the Executive Committee and be the ISAC rep. General discussion was that if the ISAC rep were to take another role, such as on the Executive Committee, then they would leave the ISAC role and a new person would be voted in.
- The ISAC role would be open to current Council members. They can reach out to past members, if needed, but the rep would still need to be elected by the SAC.
- The ISAC role would follow the same election process and will be held at the same time as the Executive Committee elections and will be voted on once every 3 years, or as needed.
- The intention of this role is to have someone committed to serving on ISAC for 3 years regardless of changes.
- There was a suggestion to maybe have the Secretary/Treasurer step into the ISAC role if the ISAC rep changes roles within the SAC.

**Human Resources (Sheryl Cullina):** Sheryl reported the HR has hired 3 new HR professionals – herself, Alan Toigo and Tonika Starks. They are still working on what divisions they will each work for. Sheryl shared a note from Patty regarding some discussion about pre-holiday time off. Some departments give some time the day before Thanksgiving and Christmas and there will be communication sent on how to manage this, if applicable.

**STANDING COMMITTEES:**

**Education Award (Liz Z.):** The deadline for this round of applications is November 14\textsuperscript{th}.

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

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

**SAC Salutes (Sean):** Presented the Fall 2018 SAC Salutes Award to the MU Rural Track Pipeline Program Team on November 6\textsuperscript{th} at 11am.

**Service Champion (Sean):** The presentation for the November recipient, Jonathan Rummel, is scheduled for Tuesday, November 13\textsuperscript{th} at 10am. Sean suggested opening the scoring of Service Champion nominations to include anyone on the SAC who would like to score in addition to the committee.

**Staff Development Award (Ricky):** The deadline for this round of applications is December 7\textsuperscript{th}.

**SPECIAL COMMITTEES:**

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

**Capital Financing Advisory Committee (Dayla):** They are scheduled to meet again on November 28\textsuperscript{th}.

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

**Intercampus Staff Council (Liz B./Hannah):** Nothing to report.

**Resource Allocation Model Committee (Liz B.):** They are scheduled to meet again in December.
Safe Mizzou Coalition Committee (Hannah): Nothing to report.

Slavery Memorial Working Group (Liz Z.): The committee met on Tuesday and have identified for subcommittees: 1. Will do historical research on slave owners in central Missouri 2. Will research other institutions who have done some sort of recognition for the contributions of enslaved people 3. Will identify constituent groups on campus whose input will inform the work they do and 4. Will more carefully define the focus of their work. They have also changed the name of the committee to the MU History Working Group and they should have a website rolling out sometime in the next week or so.

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

Adjournment: No quorum, meeting ended at 3:02pm.