

Staff Advisory Council Minutes

February 9, 2017

Locust Street Building E205A

1:15pm – 3:00pm

Attendance Record			
Administrative/Professional	Crafts/Maintenance	Clerical/Office	Technical/Paraprofessional
Melissa Ingram – x	Duff Bergendahl – x	Liz Beal – x	Christa Keers – x
Julie Loftin – x	Brad Sharp – o	Dayla Botts – x	Jan Judy-March – x
Sean Brown – x	Steve Stockman - x	Carol Heffner – x	Rachel Waggoner – x
Rebecca Bergfield - x	Eric Henley - o	Chrissy Kintner - x	Tammy Browning – x
Barb Hammer (Director MU Disability Center), Amber Cheek (Disability Inclusion and ADA Compliance Manager), Jason Rollins (Associate Director Strategic Communications), and Abbie O’Sullivan (Associate Director IT) – guest speakers			
Alisa Petty – SAC/OSAIV			
Alan Toigo (School of Journalism Staff Council) - guest			

Call to Order: Chrissy called the meeting to order at 1:14pm.

Guest speaker(s): Barb Hammer and group presented on Digital Accessibility. The goal is that websites can be accessed individually by people with disabilities. Some examples are: enlarging print and voice commands, and access to information. The goal is to be accessible to everyone. They want to increase the inclusion of persons with disabilities, increase the usability of our websites, and mitigate the risk of lawsuits and DOJ complaints. They have created the Digital Accessibility Policy and Digital Accessibility Standards. This helps set some concrete guidelines for departments to use in order to ensure web accessibility. This initiative will be an ongoing process as needs and technologies change and therefore, does not have an end date. A big focus will be on training for staff so that they everyone can understand what digital accessibility is and how to help make things accessible from here on in. A lot of training will be available at accessibility.missouri.edu as well as some live trainings. It is important for departments to know what to do if a site is not working or accessible. As part of the digital accessibility initiative, they are screening vendors to see if each vendor/program will work with the accessibility guidelines. Contracts with vendors will also include updating services to include any changes to the accessibility guidelines as they come about. These screening will also help to prevent the purchase of software which will not work with current accessibility guidelines. They are creating a Digital Accessibility Board, which will meet once per year and will oversee the implementation of the policy and set priorities for the initiative moving forward. The first meeting will be in March or April. There will also be a Digital Accessibility Working group which will be made of staff, IT, etc. who actually work with the websites/software and will be able to help update standards and assist with guidelines. They will meet monthly.

Upcoming Meetings & Dates:

- February 23, 2017 – E205A Locust Street Building – Gary Ward (Vice Chancellor of Operations) – guest speaker and Jim Sterk (Athletic Director), meet & greet & open discussion
- March 9, 2017 – E205A Locust Street Building – Brittani Fults (Education and Prevention Coordinator with the Office for Civil Rights and Title IX) – guest speaker
- March 23, 2017 – 2206 C MU Student Center – Kevin McDonald (Um System Chief Diversity Officer & MU Interim VC for Inclusion, Diversity, and Equity) guest speaker
- April 13, 2017 – 2206 C MU Student Center – Phil Shocklee (with Retirees) guest speaker

Minutes Approval: Duff motioned to pass minutes for 1/12/17, Jan seconded, motion carried. Rebecca motioned to pass minutes for 1/26/17, Duff seconded, motion carried.

Secretary/Treasurer Report (Dayla): The Executive Committee met and Chrissy discussed an email she received from Robert Ross regarding the Green Zone Initiative, which Chrissy will discuss during New Business. HR will be sending new representation to SAC meetings, beginning with Patty Haberberger today. Sean and Chrissy attended the leadership meeting on 1/31/17 and discussed the formation of 3 new committees: Capital Finance Committee, Tuition Committee, and Allocation Committee. Hank Foley said to count on a 5% budget cut, but would like everyone to plan for 10% in order to be prepared. There are no decisions right now on how the cuts will be made, but Chancellor Foley is open to suggestions. They are trying to figure for fiscal year 2017 cuts. Per Patty Haberberger, we (as a university) need to decide what must we protect and what will we no longer do. She encourages collective thinking for the campus as a whole.

New Business:

Green Zone Initiative: Chrissy received an email from Robert Ross with the Veterans Center. They are trying to initiate a Green Zone Training Program and would like to know if SAC would like to have a representative on board. Chrissy asked if anyone is interested to let her know and she will get them more details. Duff expressed an interest, so Chrissy will send information to Duff.

Human Resources (Patty Haberberger): Patty is going to attend one SAC meeting every month and management will rotate the other meetings as she wants HR to be connected with staff. They are also going to start meeting with and communicating with the HR community more. HR will be coming up with a strategic plan by March or April. They are trying to be in line with the Chancellor's vision. Patty thinks it's important to protect staff benefits. There was some talk about a news report on upcoming changes to MU benefits and there were some questions as to what that's about. Per Patty, there was a meeting to provide an update on retirement benefits and the dependent eligibility audit which is currently going on. Sean said that the Total Rewards Advisory Committee has mentioned possibly letting go of the PPO plan in the future, but there are no changes to current benefits at this time.

Budget: Chrissy asked for ideas to include in the SAC proposed philosophy for the budget. She is looking for ideas on things to protect, things to do away with and how it should be decided and also, ideas for generating revenue. An idea was thrown out to protect campus safety and work on changing the perception that the MU campus is unsafe. Something to look into would be if any of the farmland owned by Mizzou can be leased out to help generate revenue. Another idea is to move System to Jefferson City. Several members stated that facilities at MU are underutilized and could potentially bring in more money if we could expand conference abilities, perhaps use closed dorms for guests, and try to get more concerts, plays, etc. scheduled. One suggestion was to expand the borders for in-state tuition a little beyond Missouri, perhaps 50-100 miles into bordering states and maybe lower student requirements for entry. It was also discussed how staff needs to be more vocal with government and for Mizzou to work on partnering with the State. There is a round table meeting scheduled with members of other councils on campus on 2/15/17. The Executive Committee will gather all ideas and will type up a draft philosophy.

STANDING COMMITTEES:

Service Champion (Alisa): The February Service Champion recipient is Steve Wilson with the power plant. Alisa is working on scheduling his presentation.

SAC Salutes (Eric): Nothing to report.

Marketing & Communications (Christa): Nothing to report.

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

Fundraising (Steve): Nothing to report.

Staff Recognition Week:

- **Arts & Crafts (Rebecca)**: Rebecca emailed her report to SAC.
- **Awards (Rebecca)**: Rebecca emailed her report to SAC.
- **Ceremony (Tammy)**: The committee met 1/27/17 and decided to cut the post-ceremony reception. They discussed giveaway items: coaster, deck of cards, spooner mug, travel mug, travel tumbler, and notepad with pen. Tammy showed samples. In order to help save on cost, Dayla gave the idea of buying some items from The Mizzou Store (possibly 10 items at \$100 each) and raffling off those items at the ceremony instead of buying 500 giveaway items. There was also some discussion in regard to the program and either cutting the number of printed programs, or trying to go to a paperless program of some sort. It was also asked if we can cut the flowers given to the presenters and special guests. Admin will schedule another meeting for the Ceremony committee to get together and discuss these ideas.
- **Events (Dayla)**: Campus Dining is going to fund beans, coleslaw, drinks and BBQ sauce. They are changing from pork to chicken. They are still waiting to see if CAFNR will donate again this year. Also, they are checking with the Rec to see if they can do a discounted spa day during SRW.
- **Online Auction/Education Award (Jan)**: Per Jan, the committee can really use help calling for donations. She has call sheets available to pick up for anyone interested in helping.

Education Award (Tammy): Nothing to report.

SPECIAL COMMITTEES:

Staff Development Award (Julie): Nothing to report.

Intercampus Staff Council (Chrissy/Sean): The next meeting is scheduled for February 14th at 1pm.

Campus Space Planning (Chrissy): Gary Ward will be presenting to Campus Facilities Planning and Space Utilization Committees on 3/8/17.

Campus Facilities Planning (Eric): Nothing to report.

Capital Review Committee (Jan): Nothing to report.

MU Chancellor Search Committee (Chrissy): The committee met on 1/26/17, it is a large committee. There are no candidates yet. Nominations for candidates can be submitted through the Chancellor Search Committee webpage.

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

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

Pending Business:

Shared Leave (Rebecca): Nothing to report.

Adjournment: Meeting adjourned 3:06pm.