



**Meeting Date: January 10, 2019**

**Presiding Officer: Chair Jon Lee**

The Staff Senate held the January session on Thursday, January 10, 2019, in PSU 313. Chair Jon Lee called the session to order at 11:06 hours.

Guests: Debbie Donnellan, Coordinator of Organizational and Talent Development, Human Resources; Kevin Piercy, Assistant Director, Computer Services.

## OPENING THE SESSION

Welcome new Senator Jessen Miller, Job Family 4 representative.

Staff Satisfaction Survey, working on analysis, results will be submitted to the body prior to submission to President Smart and the Board of Governors.

To reduce workload on senators, there is a potential reorganization of committees and councils to include subcommittees.

Friends of Staff Senate is an outreach program to staff across campus, to keep everyone abreast of actions, events and issues related to Staff Senate.

## COMMITTEE REPORTS

- **Executive Budget Committee:** Meeting is scheduled but committee hasn't met yet. Major point will be to discuss possible compensation.
- **Faculty Senate:** No joint resolutions with Staff Senate. They are working to clean-up their internal documentation and procedures.
- **IT Council:** Met this past Tuesday. They are looking at SCUF proposals from departments and evaluating potential funding from the SCUF reserve.
  - Recommendation from the User Support Advisory Committee: Kevin Piercy talked about all IT support be managed through a central system with a self-serve portal. It would include a knowledge base and a service catalogue. All services available would be centralized and provide a simple way to request needed services. It would also include the ability to monitor the status of the request. They are preparing for an RFI process, although there are limited providers for that space. They are expecting substantive feedback from faculty and staff as the ultimate end users.
  - Life-cycle funding for the various resources and labs across campus was also discussed.
- **Healthcare and Benefits Committee:** Renewal of MedPay and Mercy contracts has led to new services becoming available, reach out to Chair Jon Lee for a list of the services.
- **Shared Leave Committee:** Last two cases have been handled through electronic meetings, there is a large balance associated with the pool, so the benefit is in good shape.
- **Sustainability Commission:** Currently there are many proposals, but no action has been taken yet.
- **University Space Allocation Advisory Committee:** Met yesterday, they are focusing on Carrington Hall, in the area around Financial Aid and Human Resources.
- **Public Affairs Committee:** Around 20 people participated in the Fall Book Club. Next club will be led by Suzanne Shaw, Vice-President for Marketing and Communications, the book to read will be *Enchantment: The Art of Changing Hearts, Minds, and Actions* by Guy Kawasaki.

Two Adopt-a-Street cleanups are scheduled for this semester.  
Suggestions for a large Public Affairs activity are encouraged.

- **Scholarship:** March 2<sup>nd</sup>, from 07:30 to 10:30 will be the Breakfast with Bears.  
A Giving-Back campaign has been discussed, either at Wendy's or Chipotle.  
Will look into the possibility of increasing the number of scholarships given, from just 2 to 3. Possibly fund this by doing a large campaign to encourage staff to sign-up for a \$1 a month payroll deduction.
- **Staff Activities Committee:** The Recreation Center is free this week.
- **Council for Staff Excellence and Service Awards:** Currently revising policy to have actual membership reflect the charge of the group.
- **Staff Communications Committee:** First meeting of the year is scheduled for the end of January. If there is a need to have anything sent out, please email [StaffCommunications@live.MissouriState.edu](mailto:StaffCommunications@live.MissouriState.edu) with at least a 2 business-day lead time.
- **Engagement Committee:** January 30<sup>th</sup>, from 17:00 to 19:00 will be the Staff Senate Happy Hour at the J.O.B.

## OPEN FORUM

- Dr. Siscoe would like to create a group to discuss issues about women in leadership to continue the conversation from the Book Club. Please provide ideas and input.
- Please continue welcoming international students as you see them across campus, they are here for orientation.
- **New business:**
  - SB 2018-2019-01 – Draft (Expansion of Representation)
  - Amendment by Senator Hader – correct spelling of “bylaws” (remove hyphen)
  - Question by Senator Sode – Would JF4 be able to reach Quorum on its own? (no, if fully staffed we have 30 reps, this would increase us to 40)
    - Currently representation is 7 JF1; 7 JF2; 6 JF3; 10 JF4
    - Proposal increases representation to
    - JF4 would have 15 representatives under this proposal
  - Question by Senator Backer - Could we adjust committee structure and representation with this? Would there be additional efforts to ensure underrepresented job families are sought-out?
  - Question by Senator Reed – Would we look at requiring job family reps for each committee?
- Senator Wilson would like to collect a list of expiring senators at the next meeting to provide an opportunity for those senators to run again
- Senator Johnson would like to examine the timing of our institutional ADPs.
  - Would it be better to have the ADPs at the end of the academic year, rather than the calendar year?
  - Senator Hader – There are policy considerations for supervisor turnover that outline who should complete the evaluation.
  - Senator Reed – it would make more sense for those who work directly with students to switch to a AYR calendar
  - Guest Debbie Donnellan - the timing is set as such because at the time the ADP was established it was going to be tied to paid performance (merit or equity adjustments); was tied to the budget cycle. Thought this never occurred, that is why it was set as it is.

## ADJOURNMENT

The meeting at adjourned at 11:52 hours.

The January session will be held on Thursday, February 7, 2019 at 11:00 hours in PSU 313.