



**Meeting Date: December 7, 2017**

**Presiding Officer: Chair Elect Jon Lee**

The Staff Senate held the December session on Thursday, December 7, 2017, in PSU Ballroom East. Chair Elect Jon Lee called the session to order at 11:00 a.m.

Substitutes: None

Absences: Rob Moore, Chair; Kelly Bridges, JF1; Peggy Jones, JF1; Addie Douglas, JF2; Brian Henry, JF2; Charles Schoneboom, JF2; Philip Bridges

Guests: None

## WELCOME TO NEW STAFF

No new members.

## APPROVAL OF AGENDA

No changes. Agenda approved.

## APPROVAL OF MINUTES

No updates. Minutes approved.

## CHAIR REPORT – JON LEE

### **Board of Governors Report**

Chair Elect Lee reported that the Governor's office has not been forthcoming with guidance for the upcoming fiscal year. Clif reported that nothing is known at this point regarding the budgetary process. They are hopeful to get some communication from the Governor sometime in January and will meet in February.

## CHAIR ELECT REPORT – JON LEE

### Financial Update

Chair Elect Lee reported that the scholarship account is not available and many charges are pending in our A and B fund accounts. Senator Young reported that she would be able to assist in getting the scholarship numbers.

#### Operating Account

Current: \$8,044.74 with pending charges

#### Non-Operating Account

Current: –

#### Foundation Account

Current: –

## PAST CHAIR REPORT – RYAN WILSON

Past Chair Wilson communicated a reminder for the upcoming year beginning January 1, 2018. Staff whom have been employed at the University for five years will vest under the altered system. This does not affect you if you have not been employed by the University for five years.

## SECRETARY REPORT – JEREMY WRIGHT

No report.

## DIRECTOR OF STAFF RELATIONS – A'DJA JONES

### Standing Committee Reports

#### Administrative Professionals Forum Committee

Forum Recap: The Administrative forum was held November 15<sup>th</sup> with 40 attendees. All of the time allotted for the forum was used. There were lots of good questions and Jennifer Severson provided very good information and it was helpful to hear experiences from other staff members. Chair Moore did a five minute promo regarding Staff Senate during the forum. The meeting scheduled for December 20 is cancelled. January 17 is the next scheduled meeting. Please send forum and five minute promo suggestions.

#### Public Affairs Committee (Ryan Reed)

Book Club: The books for the book club have been purchased. The book must be read over break and return with a discussion. Everyone will be sent an invite for January 11, 2018 at 11:00am in Clif Smart's conference room.

Adopt a Street will be on December 8 from 11:30 am to 1:30 pm. The team will meet in the Burger King parking lot on National to clean Cherry Street between National and Glenstone. We will meet at the Imo's for lunch after the cleanup. Past Chair Lee encouraged that more volunteers we have, the less time it will take to clean Cherry Street.

The Giving Tree sponsorship is ongoing. If you took one of the tags, buy an item listed on the tag and drop it off. There are several locations on campus to drop off items. Please do so by December 21. This will support Isabel's House, The Diaper Bank, and the Northside Senior Citizen Center.

Christina Bowles mentioned that if your office has a holiday party planned, spread the information to other departments.

Scholarship Committee (Kelsie Young, Claudia Baer)

Senator Baer communicated that this would be her last Staff Senate meeting. Crowdfunding is still ongoing until December 20 and so far it has raised \$240.00. The committee is also doing a spring initiative involving a pancake breakfast. Tickets will sell for \$6.00 at Bair's. You may get tickets and distribute them. Tickets will be available at the next meeting. Any help is appreciated and tickets will also be sold at the door. The Staff Activities Committee is helping advertise the event and is free for anyone to attend.

Staff Activities Committee (Laura Backer)

An Escape Room is being planned for January 12<sup>th</sup>, prior to the first day of classes. Happy Hour will commence prior to the Escape Room. An email notification will be sent out. The Mizzou baseball game will be on April 10, 2018. The committee is still working on this. There will be a scholarship fundraiser in February. Pineapple Whip is scheduled for May 23, 2018 and the Staff Picnic is scheduled for June 1, 2018.

Staff Advocacy Committee (Will Hader)

No report. The committee will meet next Tuesday before break.

Staff Communications Committee (A'dja Jones)

Please continue to send information to the staff communications email. This includes pictures for social media. Please spread the word.

## **Ad Hoc Committee Reports**

Breast Cancer Awareness Committee

No report

Bylaws Workgroup (Jon Lee)

A big thank you to Senator Hader for reviewing and sorting the bylaws. There are many things lacking in the bylaws that needs to be updated, fixed and clarified. There is a copy to review and make recommendations on. As we are trying to move forward into the next year, please do not look at previous versions of the bylaws while making recommendations for the new bylaws. Please try not to compare and contrast.

## **Staff Senate Representative Reports**

Administrative Budget Committee (Lee '18) — No report.

Executive Budget Committee (Moore '18) — No report.

Faculty Senate (Lee '17) — Nothing new to report.

Health Care Plans and Benefits Committee (Wilson '18) – No new information.

IT Council (Moore '18) — The next meet is scheduled for 1/9/18

Shared Leave Committee (Hader '18; Lee '18; Jones '19) — Three changes have been suggested: 1) Waiting for feedback. Involves eliminating discrepancies and removing hours tracking; 2) Increase the maximum donation from 32 hours to 48 hours; 3) Increase the maximum amount to request. Change to per case maximum instead of a lifetime maximum. Faculty Senate has a committee panel with many members that reviews the policy library. If any challenges arise, may possibly bring it to the attention of Faculty Senate and they can consider looking into it. There is staff representation from several different offices. A great additional benefit that many may not be aware of is organ failure/transplant.

Staff Diversity Composition Initiative (SDCI) Loan Forgiveness Program (Moore) – No report.

Staff Excellence in Service Awards Committee (Moore '17; Hader '17) — Next meeting is December 8

Student Government Association (Moore; Lee) – The executive leadership have lunches and come together about important topics. They are currently looking into a syllabus repository and what will happen with tuition.

Sustainability Commission (Lee '18) — Currently the students really like hydration stations. Staff also benefit from this. There are three more stations on the docket. There are big pushes for one in the band hall and some small buildings that have been overlooked. The goal is to increase sustainability. If you would like to offer membership, the students are in need of help with this process.

University Space Allocation Advisory Committee (Wilson '18) — A plan is coming together. There are currently changes being made in Carrington Hall and you may see many offices moving around.

Wyrick Commission (Reed '18) — Anyone can submit a Wyrick proposal and not all will go to vote. To be on the ballot, a proposal must be submitted by only a student. Currently, the following is on the ballot:

- Redo the McDonald Arena Patio. This was shut down because it was already funded.
- Banners on the west side of Carrington Hall.
- Shade the student section of the football stadium with a roof.
- Redo the entrance of the MRC Annex; taking down the concrete wall
- Make the roof of the PSU into an outdoor patio
- Put a North Entrance into the Recreation Field. Also add water hydrants.
- Bear Paw Stage – roofing for concert type events
- Amphitheatre somewhere for Ellis Hall.

Senator Williams mentioned AED and CPR training. Machines are beginning to go into some buildings. There is a training on December 18 from 12:00 pm to 4:00 pm. You can contact Tim and ask to be put on the list. Senator Hader mentioned that the building coordinators may do AED training up to a bi-monthly basis. The goal is to have three to four trainers per building and the machines may not be put in every building as it would incur a huge cost. Cost would be incurred due to the equipment being replaced every few months.

## OLD BUSINESS

None.

## NEW BUSINESS

We are halfway through the year and coming up to elections. If you are compelled to serving in that capacity, think about nominations. We need people whom are committed to this because there are very important processes to think about in the future. There is a huge time commitment and be mindful of a diverse board.

## ANNOUNCEMENTS

Giving Tree: Isabel's House is the adopted organization. Choose the holiday adventure: National Lampoon Christmas Vacation or Home Alone. This is a family event.

Senator Martin extended a thanks to Senator Baer for all of the hard work she does for the Student Employment office.

Senator Reed mentioned that he will need to know the mechanics of the election system.

Secretary Wright communicated to expect an email from Chair Moore regarding changes in the Staff Senate meeting on January 4.

## ADJOURNMENT

A motion was made to adjourn the meeting. Motion Passed.

The January session has a tentative date of Thursday, January 4, 2017 at 11:00 am in PSU 313.