

**STAFF  
SENATE GENERAL  
SESSION**

**December 4, 2025**

**11:00PM-1:00PM**

**GLASS HALL 486**



# AGENDA

- I. Call to Order
- II. Guest Speaker
- III. Review of Minutes
- IV. Executive Board Reports
- V. External Representation Reports & Assignments
- VI. Committee Reports
- VII. Old Business
- VIII. New Business
- IX. Open Forum
- X. Adjournment

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- I. Call to Order
- II. Guest Speaker – Senator Sierra Chitwood, ResLife  
– Boomer’s Five and Dime
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# Boomer's

Five and Dime: Winter Market

## **Craft Fair**

Blair-Shannon Grand Lounge

December 3rd-5th

11:00am - 3:00pm

## **Live Auction**

Blair-Shannon Grand Lounge

Friday, December 5th

12:00pm

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# Chair's Report

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- Present to the Board of Governors on 12/11 – I will send report with the minutes
- State Government Relations meeting on 11/13
- University Council meeting on 12/3 – are you sharing the updates with others?
- Strategic Plan oversight meeting Monday, December 1 – updates and concern
- Meeting with Pres. Williams and VP Matt Morris – reported, didn't hear much
- Campbell and Phil will present on Staff Satisfaction Survey to University Council in January

# Executive Board Reports

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- Chair-elect
- Past Chair
- Coordinator of Committees
- Coordinator of Communication
- Secretary
- Parliamentarian
- Historian

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# Academic Calendar Committee

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**Representative:** Chair Bridges

**Purpose:** To coordinate preparation of the University's academic calendar and then to present the calendar to the Board of Governors for approval.

**Commitment:** One Year Appointment

**Updates:** No updates

# Administrative Budget Committee

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**Representative:** Chair-Elect Webster

**Purpose:** To review and recommend appropriate budget actions for campus administrative areas.

**Commitment:** Length of term

**Updates:** Currently not meeting.

# Employee Wellness Committee

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**Representative:** Senator Martin

**Purpose:** To create a campus climate that embraces a Wellness philosophy as an integral part of the Missouri State University health care and public affairs missions.

**Commitment:** One Year Appointment

**Updates from Senator Martin**

# Executive Budget Committee

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**Representative:** Chair Bridges

**Purpose:** To receive input from the academic and administrative budget committees and the West Plains campus, as well as intercollegiate athletics, and those vice presidents with auxiliary and/or designated accounts.

To determine the budget level assigned to the various colleges and administrative units, including intercollegiate athletics and auxiliary units.

**Commitment:** Length of Term

**Update:** Has not met. Let's talk later on in this meeting!

# Faculty Senate

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**Representative:** Senators Ball and Van Rhein

**Purpose:** Attend meetings as liaison with Faculty Senate and report back each month. These are generally held on Tuesday or Thursday afternoons.

Next meeting is 12/4 at 3:30pm in PSU 313.

**Update:** More rules and curricular proposal debate

# Health Care & Benefits Committee

**Representative:** Chair Bridges

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**Purpose:** To examine and make recommendations concerning the University's employee group health care plans.

**Commitment:** Length of Term

**Updates:** Did you sign up for everything?

# Inclusion Awareness Team

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**Representative:** Senator Catlin

**Purpose:** The Student Affairs Inclusion Awareness Team works collaboratively to promote and elevate MSU diversity efforts.

**Commitment:** One Year Appointment

**Updates?**

# IT Council

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**Representative:** Chair Bridges

**Purpose:** The Missouri State Information Technology Council (IT Council) was created by the university's president to be responsible for planning, coordinating, and reviewing major strategic information technology initiatives for the Missouri State System.

**Commitment:** Two Year Appointment

**Update:** November meeting cancelled. No updates

# President's Council on Accessibility

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**Representative:** Senator Derrick

**Purpose:** Enhance the full participation of individuals with disabilities in the campus community by serving as an advisory and oversight committee regarding accessibility issues.

**Commitment:** One Year Appointment

**Updates?**

# Shared Leave Committee

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**Representatives:** Senator Mallonee, Senator Muñoz Aliaga, + Paula Jean – thank you to everyone who volunteered!

**Purpose:** The committee will review all applications for the Shared Leave Pool (SLP) and shall follow the criteria set out in this policy to approve or disapprove the request for SLP benefits. The committee's decision is final.

**Commitment:** Varies

**Updates?**

# Staff Excellence in University Service Awards Committee

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**Representative:** Senator Niesen + Past Chair Keele

**Purpose:** To select from nominated staff recipients of the Staff Senate Excellence in Service to the University award.

**Commitment:** Two Year Appointment

**Updates?** PT nominees were submitted. Awards presented at January Staff Service luncheon event on January 7, 2026



# Student Government Association

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- **Representative:** Volunteer to attend a meeting (Tuesdays at 5:30 in the PSU)
- **Purpose:** Attend SGA meetings as liaison. Report back to Staff Senate.
- **Commitment:** Sign up to make sure most or all meetings are covered.
- **Note:** No meeting on Tuesday, 12/10 due to finals, etc.

# Sustainability Advisory Committee

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**Representative:** Senator Emily Letterman

**Purpose:** 1) Monitor and report out on sustainability initiatives completed by MSU Faculty, Staff, and Students; 2) Monitor committee-developed realistic strategies to earn high ratings from AASHE, the Association for the Advancement of Sustainability in Higher Education; 3) Be a leader in sustainability initiatives across our state and region; 4) Monitor and benchmark our work related to sustainability initiatives.

**Commitment:** One Year Appointment

**Updates?**

# Sustainability Commission

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**Representative:** Benjamin Wilkins

**Purpose:** The Sustainability Commission administers the Sustainability Fund. The purpose of the Sustainability Fund is to provide the means to implement student-initiated projects on the Missouri State University-Springfield campus that focus on sustainability initiatives that lessen the negative environmental impact of the University.

**Commitment:** One Year Appointment

**Updates?**

# Transportation Advisory Committee

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**Representative:** Senator Bogue

**Purpose:** To review the University transportation policies, regulations, and the fee schedule and make recommendations to the VP for Administration and Finance.

**Commitment:** One Year Appointment

**Updates?**

# University Council

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**Representative:** Chair Bridges, Past Chair Keele

**Commitment:** Length of term

**Updates:** Town Hall meeting Friday, 2pm, PSU Theater; Master Plan update (available online); West Plains HLC update; Student Resource Center Leadership Institute; H1B and minimum wage updates

# University Space Allocation Advisory Committee

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**Representative:** Parliamentarian Hader

**Purpose:** The Committee is to meet at the call of the chair, typically monthly, to review the status of current space allocations, recommend actions regarding requests for new or additional space, and consider requests for modifications of existing space.

**Commitment:** One Year Appointment

**Updates?**

# Wall of Fame

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**Representative:** Chair Bridges

**Purpose:** The Wall of Fame is a designated location for the University to recognize and honor employees that have excelled at Missouri State University and significantly contributed to the success and positive collegiate experience of students.

**Commitment:** One Year Appointment

**Updates:** no meeting, but I will be sure to blab this before I'm supposed to

# West Plains Staff Senate

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**Representative:** West Plains Chair Trevor Cressman

**Purpose:** Liaison from the West Plains Campus

**Commitment:** Length of term

**Updates:** <https://blogs.wp.missouristate.edu/staffsenate/2025/10/09/staff-senate-meeting-minutes-october-9-2025/>

Zora updates, they're doing a strategic plan, HLC process, they have a chair elect now – Lauren Willis

# “Williams’ Welcome”

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**Representative:** Chair Bridges

**Purpose:** Bear Connection's mission is to integrate new Staff to the culture of Missouri State University and connect them to the university's mission and values through networking and events.

**Commitment:** Length of term

**Update:** Next will be January 21.

# Wyrick Commission

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**Representative:** Secretary Piercy

**Purpose:** The Wyrick Student Project Fund Commission shall be established as an executive commission of the Student Government Association. This commission shall administer the Wyrick Fund program.

**Commitment:** One Year Appointment

**Updates?**

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# Public Affairs Committee

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**Purpose:** The Public Affairs Committee is charged with coordinating activities and developing proposals to produce citizens of enhanced character that contribute to the University community and society, and demonstrate civility in thought, speech and action.

The Public Affairs Committee is responsible for

- Promoting the public affairs mission and events/activities that support it
- Facilitating Cherry Street Adopt a Street
- Coordinating a leadership book series at least once a semester
- Coordinating donation drives as opportunity arises
- Reporting updates to the Coordinator of Staff Senate Committees.

**Next meeting:**

# Staff Activities Committee

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**Purpose:** The Staff Activities Committee is charged with facilitating, planning and coordinating Staff Senate organized events, fundraising for Staff Senate Scholarship funds, and coordinating with University partners in the hosting of Staff Appreciation Week (in June).

The Staff Activities Committee is responsible for:

- Planning staff events through the year
- Creating new fundraising opportunities for the Staff Senate Scholarship
- Coordinating participation for staff at MSU events, including athletics
- Reporting updates to the Coordinator of Staff Senate Committees.

**Next meeting:**

# Staff Development Committee

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**Purpose:** The Staff Development Committee is charged with coordinating and raising awareness of opportunities for Staff to grow professionally, as well as pursuing opportunities to improve recruitment and retention of staff and participating in the Strategic Plan implementation to improve the university's standing as an employer of choice.

The Staff Development Committee is responsible for

- Partnering with other MSU entities to present a professional development opportunity at least once a semester
- Leading research into Senate initiatives to improve conditions for Staff
- Working with the Chair and Chair-Elect to deploy, promote, and interpret the biannual Staff Satisfaction Survey
- Working with any ad-hoc committees charged with addressing staff satisfaction

**Next meeting: Monday, November 10**

# Staff Outreach Committee

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**Purpose:** The Staff Outreach Committee is charged with connecting with, hearing from, and serving groups that Senate has typically had trouble reaching. These include, but are not limited to, part-time staff, 2nd and 3rd shift staff, West Plains Staff Senate, SGA and faculty.

The Staff Outreach Committee is responsible for:

- Identifying barriers to participation in campus activities for 2nd and 3rd shift staff.
- Creating and promoting accessible avenues for engagement tailored to varying shift schedules.
- Collaborating with other committees to ensure shift-inclusive communications and event planning.
- Reporting updates to the Coordinator of Staff Senate Committees

**Next meeting: Today, after Senate**

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# Old business

Updates coming on bylaws

# Workgroups

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- CUPA data / Institution of Choice – meeting on Dec. 11
- Strategic Plan Implementation group – meeting later this afternoon

# Staff Satisfaction Survey

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- Handout comparing year over year
- What stands out? What would you like Campbell and me to highlight with University Council?
- More detail to come, looking at longer-range trends, breakdowns by job family, etc.

# Ombuds contact

- Direct Ombuds office email: [ombuds@missouristate.edu](mailto:ombuds@missouristate.edu)

- Ombuds website:

<https://www.missouristate.edu/President/Ombuds/default.htm>

- Default for meetings is in the PSU, but can vary by request
- Personal cell phone:
  - Mary: (417) 771-0102
  - Chris: (417) 576-6444

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# Good Things

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Promotions, Achievements, Awards...

*An interlude*

Mandatory  
Socialization!  
Move near  
new people  
and discuss at  
your table



What is a positive about your job or area?



What is a question you have for administration that you feel isn't being asked?



Other than pay, what is your priority for improving work at the university?



What is something you think Senate should prioritize or change?



Guest speaker suggestions for spring?

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**NEXT STAFF  
SENATE MEETING**

**January 8, 2025  
11:00PM-1:00PM  
GLASS HALL 486**

