

Staff Senate Minutes
February 8, 2017, 3:00 p.m.
Junior College Room (Blum 234)

Senators in Attendance: Jackie Burns, Nick Edwards, Derek Evans, Amy Foley, John Gregory, Carol Hare, Barb Harris, Eric Kramer, Christina Lund, Lisa May, Louise Mills, Hawley Rumpf, Tara Stoll, Jena Williams

Call to Order: By Tara Stoll at 3pm.

Good News!: Kathy Kelly shared a story about a graduate. If you're interested in hearing more, please contact her directly.

Invited Guests

Dr. Vartabedian, President:

- Handout with regards to budget. Some good news. Thankfully, got involved with Royal Consulting Firm for Admissions. Enrollment for Fall 17 should be solid. New athletic programs (6) has also been good news for enrollment. At least (60) new athletes. Football team expanding from 90-125 or 130 with extra walk-ins.
- "What's in a Name" Campaign: 3 takers already. Very helpful to generate additional revenue. Few universities have a benefactor like Steve Craig. We are very fortunate. He has significant resources and we are his #1 philanthropic project.
- Handout: Three columns. Had a mid-year deduct of \$1.62 million. Governor took the money away from budget to help offset state budget. Half of the cut will come from our reserves. Other half will come from various budget shifts as outlined on handout. Next year's budget will be a 9% cut - \$2.1million. *If there are priorities that have a better chance of creating revenue, please share with Administration.*
Potential of tuition increases across state higher ed institutions. We do have reserves, but don't want to spend them all, not knowing the full scope of Governor Greitens' budget cuts.
- Next Steps: able to plug in for this year, but for next year - some form of task force with representatives across campus to look at potential cuts as budget adjustments.
- Everyone is invited to talk with Dr. Vartabedian in person with any suggestions, questions, or thoughts.

Question by Carol Hare: any future conversations with Chiefs for 2018? **Response by Dr.**

Vartabedian: Current contract expires in 2017. There is no way we can provide any additional funds for improvements if requested by the Chiefs for future contracts. We make a little bit of money currently, but if you look at unpaid personnel additional work, it is probably a wash. If it can become more of a revenue generator, then we will continue the partnership. We have full support from city and county.

Question by Jackie Burns: any additional conversations with land we have? **Response by Dr.**

Vartabedian: awaiting RFQs from various land developers. Will get those in the next few weeks and be able to move forward.

Questions by Kathy Kelly: Where will money come from if state has already cut it? **Response**

by Dr. Vartabedian: This is a worry as those cuts and money would have to come from somewhere, but we and students are trying to get through to communicate with them. We are the 3rd lowest tuition in the state.

Are we working Fridays on Summers? **Response by Dr. Vartabedian:** This has been investigated, at the initial time it didn't seem to actually save much money, but it is something worth investigating again. Could include extending M-R workday to still get the 37.5 work hours.

Dr. Davenport, Associate Provost:

- Expresses excitement over Kathy's story and about how it is this sort of connection with students that we most want to encourage in order to serve our students most effectively.
- HLC- Granted a reaffirmation of accreditation to us, given the option of selecting one of three pathways for accreditation. We have changed to the Open Pathway, 10 year cycle instead of the previous 8 year cycle. AQUIP requires 2 strategy forums

once during the early and once during the late cycle, this is not required in the Open Pathway. Rather than having a set of ongoing Action Projects (AQUIP needs 3 going on at all times) Open Pathway we are to have 1 Quality Initiative between year 5-9, meant to be a big project to move forward with a quality institutional initiative. Judged not on success but on effort, thus encouraging taking risks and aiming very high. Assurance argument in year 4 instead of a systems portfolio. Open only requires us to write to 5 criteria rather than 9 separate categories. Team report will be shared and an interim report on assessment will be required in two years, currently assigned to Dr. Yen To.

- Strategic Plan steering committee- Working right now on an analysis of environment and current institutional situation. Once this is completed there will be broad communications looking for Big Ideas- where we should go in the next strategic plan. Facilitating working groups and external constituencies via a smaller more efficient committee. President will be emailing all of campus once the Strategic Plan website has been updated. Given the budget situation, Strategic Planning is ever more important.

Question from Barb Harris- Will any groups from AQUIP become the big action item for Open? **Response by Dr. Davenport:** Possibly but we have 4 years until this needs to be decided upon. We can build on previous engagements.

Question from Jackie Burns- Action Projects clarification? **Response by Dr. Davenport:** 4 action projects each with their own committees that communication to the Strategic Planning committee, their information will not need to be uploaded to the accreditation agency and will instead be more self governing but still linked to Strategic Planning. There is a website that needs updating for the Action Projects and will be updated dramatically with the Strategic Plan. Serving at risk students, assessment, valuing employees, and meta-major are the four action projects.

Question from Carol Hare- Are we helping to develop and expand online degrees? **Response by Dr. Davenport:** This is on the radar and is a place where we need to compete, but there is more ground to cover. We already do have a number of fully online degrees and this is expanding.

Question from Jackie Burns: What from the Fox and Company initiative that helped the most? **Response by Dr. Davenport:** They have access to more databases and access to targeting analytics to help increase focused advertising and marketing.

Jerry Pickman, Vice President for University Advancement (submitted report):

- Upcoming Dates/Events:
 - Missouri Western Arts Society Phantom of the Opera Trip- February 19th
 - Future Griffs at the Rocky Mountain Chocolate Factory – February 20th
 - Engineering Technology Awards Banquet – April 3rd
 - Foundation Appreciation Reception – April 11th
 - Griffons Uncorked – April 20th
 - Ambassadors Night at the Ritz – May 4th
 - Spring Commencement – May 6th
- Projects:
 - Completed:
 - The “What’s in a Name” special publication featuring campus naming opportunities was mailed to all magazine recipients in January. The content has also been converted in presentation form to be shared at various community events and development opportunities.
 - Ongoing:
 - Centennial Capital Campaign
 - Potter Hall
 - Working with Patterhn Ives Architect to develop a timeline for architectural plan completion.
 - The state provided \$150,000 in funding to the University for the design, plans, and architectural study for Potter Hall renovations

as a 50/50 match. The Foundation has raised the \$150,000 match from Capital Campaign donations.

- The project will be broken down into smaller projects.

- Silver and Gold partnership

- MWSU is now a Resource Partner with the Silver and Gold Club of Northwest Missouri. This club of nearly 1,000 members is an outreach to seniors to connect, enjoy a meal and a presentation on a topic of interest for this demographic. Their monthly meetings are limited to the first 300 members who respond.
- The Development Office has facilitated the first edition of an e-news and print newsletters and also assists with designing the monthly flyer for the event.
- Kim Weddle will present “Benefits of Lifelong Learning” to the group at the March luncheon. A website designed specifically for seniors is currently being developed.

- New:

- Alumni Board

- Under the leadership of President Mary Vaughan '79, the Alumni Board is currently restructuring its annual awards in order to involve everyone in the campus community. Currently called, “The Great Griffon Awards,” an ad hoc committee is developing criteria to acknowledge on graduate from each College and School, Athletics and two graduating students.
- President Vaughan has also created an ad hoc Event committee which will review our current event structure and make recommendations to streamline our activities. The goal is ensure that all alumni events and activities correlate to one or more of the following University goals:
 1. Alumni cultivation
 2. Enrollment and retention improvement
 3. Diversity and inclusion
 4. Classroom excellence including
 5. Fundraising
- Additionally, this committee will recommend strategies for improving attendance at the following campus events:
 1. Homecoming
 2. Alumni Awards Banquet
 3. Convocation on Critical Issues
 4. Commencement
 5. Football games
 6. Arts events
- Entrepreneurship Week
As part of the Craig School of Business' Entrepreneurship Week, we will host an alumni panel and reception on Monday, March 27. Three long-time business owners will discuss their businesses, marketing and answer questions from attendees. Participating are:
 - Wayne Chatham '90, Chairman nthCard, Salt Lake City, UT & Vice-Chairman, Card Compliant, Kansas City, MO
 - Brent Porlier '82, President, Porlier Outdoor Advertising, Foristell, MO
 - Zack Workman '74, President, Lawns Unlimited, Cameron, MO
- Major Giving Pipeline Program
 - We have contracted with Ruffalo Noel Levitz help us identify major donors that are interested in becoming connected with the university.
 - We will provide a list of 3,000 individuals that will be contacted using multiple channels. After a warming period, their interest will be gauged and, if interested, they will be asked if they would like to speak to someone from the University.

- Meetings will then be scheduled with those who respond positively.
 - With no true “major gift officer” this program will help jump start the qualification step for follow up by Jerry Pickman and Kim Weddle.
- Recent Successes:
 - Thankathon
 - Foundation and Alumni Board members have volunteered to make thank you calls to our donors. Students are calling all donors who contribute less than \$100. These calls will be conducted each month, as opposed to once a year as in the past. This allows us to thank the donor for their gift in a more timely manner.

Fumi Cheever, International Student Services:

- Glad for the chance to meet, the Executive order has affected a number of F1 and J1 students. Unfortunately we do not have access to lists of individuals with other forms of visas, but we are working on reaching out to those students and faculty. We currently do not have students from the 7 countries affected by the executive orders, but it does mean exploring to gain enrollment from those countries will be more difficult. The university is strongly supportive of a safe and supportive environment for international students and employees. We are also looking out for opportunities and a safe haven for Muslim students. See *Nonimmigrants under Executive Order 13769 memo*. We have been invited to talk to media and refugee support groups and have worked to show support. We are happy to receive any ideas to continue this support.

Brent Rosenauer – Griffs Give Back

- Senior Convergent Media student at MWSU and Saint Joseph native. We are looking to improve the community. Of the 78,000 people in St. Joseph, 20,000 are below the poverty line, 26% of the population. Average rate in Missouri is 19% and the national rate is 15%. 1 out of every 3 children in Saint Joseph face poverty. Upwards of 48% of college students, faculty, and staff face some sort of food insecurity. Revitalization efforts are in place to help but they are struggling and need more help. We could do more to facilitate our connection to the city. Griffs Give Back is a connection between individuals at MWSU and opportunities in the community to volunteer and reflection. Hard impacts- service opportunities, Soft impacts- Advocacy and food security work. Award providing and award seeking to encourage volunteerism. Planet Aid Clothing donation system starting as of February 9th they will take clothing of ANY quality, 8 different bins will be across campus that will go towards the community and international aid. Service Saturdays will be open volunteering days. A sustainable Full scale recycling program. Student employee opt-in donations similar to the staff and faculty version for United Way. Staff can today work to track efforts from your personal efforts and other efforts on campus, collecting feedback via griffsgiveback@missouriwestern.edu and 816-262-4057. Looking for services that can benefit staff as well, what causes does the staff support etc. Looking for any “crazy ideas” and sustainable programs.
- Great Campus Clean Up on February 18th from 10-6:30, deep cleaning and beautifying the campus in 2 hour shifts. Sign up via missouriwestern.edu/griffsgiveback Dr. Vartibedian has already volunteered.
- Griffsgiveback wants to see what everyone is passionate about as these skills can be used somewhere in the community.

Question by Jackie Burns: Current recycling status? **Response by Brent Rosenauer:** These have been off and on and are currently not covered. The Pepsi Co. recycling has gone down. The SGA paper recycling has also been taken down.

Question by Nick Edwards: Do we have any service opportunities outside of campus? **Response by Brent Rosenauer:** United Way has been one of the primary contacts and there are a number of projects that are currently in development. Campus events are the tip of the iceberg.

Addressing Your Questions

- Tuition Reduction Policy and Fee Structure – Les Parnell, Business Office. See *Course Fee Structure form, attached here*. For additional questions, please contact the Business Office.

- Staff Stipend Policy – Tara Stoll - Held off until March

Old Business

- Approval of January meeting minutes. Barb Harris moves to accept, Jackie Burns, seconds, all approve.
- Exempt/Non-Exempt language- Discussion and vote in the April Meeting. There is difficulty in forming committees with the exempt/non-exempt language. Looking for pros and cons from staff on removing the exempt/non-exempt requirements within the bylaws. Please speak with constituents and more discussion will be in March meeting.

Valuing People AQIP Committee Update – Fred Nesslage

C-3 Committee Update – Carol Hare

Completed up to 80% of review, hopefully Sally Sanders will have an update after meeting next Monday.

Committee Reports held off until March due to time

President's Report – Tara Stoll

- Professional Development AQIP Update - No Report
- Notes from Faculty Senate minutes- Starting in fall \$50 fee for adding and dropping classes will be waived to help with retention efforts. Fee for payment plan late fee is increased to \$100. Looking at piloting Canvas as a learning management over Moodle, this would not be implemented until Fall of 2018
- Sharing with UCMO- UCMO looking to borrow our constitution/bylaws and the eboard has decided to share.

First Vice President's Report – Barb Harris

- Budget Report- \$1266.77, food bill has not hit yet. Foundation, still waiting on some answers.

Other Business: n/a

Next meeting March 8, 2017