

Staff Association Minutes  
3/18/15

**Senators Present:** Tara Stoll, Jackie Burns, Barb Harris, Matt McDonald, Les Parnell, Jennifer Riley, Jenny Sherlock, Amy Foley, Carolyn Schindler, Brenda Griffith, Derek Evans

**Senators Absent:** Tara Adwell, Debbie Johnson, Ryan Menley, Amy Parnell, Hawley Rumpf

**Staff Present:** Michelle Diaz, Judy Noland, Bob Lance, Teresa Crist, Minerva Correa Torres, Dana Heldenbrand, Fred Nesslage

**Guests Present:** Colleen Kowich (for Jerry Pickman), Dr. Kathleen O'Connor, Dr. Cale Fessler, Dr. Bob Vartabedian, Shana Meyer, Susan Bracciano

Matt McDonald calls meeting to order.

**Report of Dr. Vartabedian:**

- First full draft of Master Planning report is out to the Steering Committee; moving forward, not necessarily implementing everything, but a guiding tool. Thanks to Ann Pearce for overseeing that steering committee. If you know someone on the committee and have questions or comments, please see them.
- Capital Campaign – Steering Committee luncheon today. Vast majority of money we have now is deferred and revocable. \$20,003,000 has been raised two months into the kick-off. Off to a good start, but would be nice to have more up front money.
  - Potter project event at Paradox was March 14. Series of Potter/Arts events upcoming.
  - Spratt and Potter are two signature Capital Campaign projects.
- Alum who shall remain anonymous is pursuing one of our two board vacancies.
- Board meets six times a year, traditionally. Next meeting is April 23 which doesn't give us enough time to get tuition, room and board, fees approved. Trying to have a special meeting with the board before March 31 to get that all ironed out.

Question by Jackie Burns: Which members of the board are expiring?

Answer by Dr. Vartabedian: Debbie Smith expired in October, and Leslie Graves expired three years ago.

**Report of Dr. Daffron by Dr. Kathleen O'Connor:**

- March 4, Advising Workshop held (Dean's Colloquium). All faculty and staff were invited. Advising is very important for student retention. Speaker was

from Missouri State University (Dr. Kelly Wood) and shared her wisdom. 120 faculty and staff in attendance. A lot of imbalance between faculty in terms of number of advisees. Discussions on-going about how to better serve and advise students.

- Student registration for summer and fall begins March 30. Schedule is posted online as of today.

Tara Stoll – Advising Workshop was filmed by IMC.

#### **Report of Mr. Pickman by Ms. Colleen Kowich:**

- First Centennial Arts event was March 14 at Paradox. A little over 100 in attendance. Jerry publicly thanks IMC, Physical Plant, Arts faculty, and students.
- Performance by Melissa Manchester is next event at Missouri Theatre on June 18. Steve Craig has arranged for her to perform and for proceeds to go toward the Potter project.
- Marketing pieces for Centennial ongoing. Banners in community and on campus. Finishing up pictorial history book and centennial video.
- Black and Gold Gala on July 25 is next large centennial event. Founder's day September 26 in conjunction with family weekend this fall.
- Alumni Events – Royals/Cardinals game on May 23 and May 30, Alumni Day at the Mustangs. Homecoming theme is "Gold & Black, Take Us Back". Spirit Week is new this year; each day represents different decade.
- Scholarship distributions underway.
- Foundation is accepting applications for special allocations. Deadline March 20.
- Griffon Weekly – if you have content, use request form on Public Relations & Marketing website.

#### **Report of Dr. Fessler:**

- Budget process, working on recommendations for room and board and tuition rates, trying to get done before March 31.
- Chiefs Field – bids for work open tomorrow.
- Spratt Stadium – bid is set to open April 2. Shooting to have field ready for use by September 1.
- IT & IMC are looking toward developing a system for online requests for Physical Plant.
- Accounting – IRS records and examination request – work will be into May before final report is available.
- State Appropriation, House Bill 3, is in Senate being debated as we speak. About \$12 million being allocated total; about \$260,000 for MWSU. A significant decrease from last year.
  - We did hit 5 of 5 performance funding measures.
- HR – Wellness Screening – good attendance, positive feedback, prize drawings will be April 1. You can still go to your doctor and get results to HR.

**Report of Ms. Meyer:**

- Updates on Administrative Assistants and Coordinators – several retiring and/or leaving. Several spots to fill.
- Every spring we have a student commencement speaker. Nominations are being accepted now. Send information to Ms. Meyer.
- Campus Cupboard by Rotaract – conducting a canned food drive March 23-27. Will be housed in Union, where students can get food if needed.
- Title IX – training modules are getting up and running. Pregnancy is covered under Title IX as well.

**Old Business:**

Minutes approval – February 2015

Amy Foley mentioned that date of next meeting needs to be modified.

Barb Harris moves to approve minutes after change of date of next meeting.

Jackie Burns seconds.

APPROVED.

**Committee Reports:**

Advantage, Carolyn Schindler

- No report

Constitutional & By-Laws, Derek Evans

- Working to get together. Jackie Burns sent some suggestions. Will have report next time.

Grievance, Amy Foley

- We met and reviewed how policies and procedures are listed. Are going to look at other like institutions.

Election, Barb Harris

- No report

Jackie Burns: When are elections?

Barb: May or June

Professional Development, Tara Stoll

- Still out of money

Salary and Fringe, Debbie Johnson's email read by Matt McDonald

- Shared Leave Proposal
  - Faculty Senate Benefits Committee will be discussing on March 19. Should have information shortly afterward.

Special Events, Jenny Sherlock

- Met today to begin looking at ideas for spring retreat.

Welcoming, Jackie Burns

- Welcomed six people since our last meeting.
  - Connie Brock
  - Ann Rahmat
  - Emily Lehman

- Adriann Dunn
- Shelle Browning
- Michael Moore

**New business:**

Calendar Committee has brought forth a proposal to change the spring calendar. Susan Bracciano is here to answer questions.

- This came forth due to downtime students had between last final and commencement in spring. Causing some issues.
- Looking at elimination of President's Day as a holiday, then starting day after MLK, also moves commencement up by one week.
- Adjusted spring break to be Friday through Friday.
- Add another personal day for staff, to make up for President's Day loss.
- Will go to GAC; students have supported it; not much response from faculty.

Question by Jackie Burns: Is there a fear that too many people will take President's Day off as their personal day?

Answer by Susan Bracciano: Not really discussed, but many days are in high demand.

Matt McDonald: Schools are out that day, but it's impossible to conjoin our schedules with the public school district. It's difficult to start a semester, take a Monday off, then start again.

Question by Jackie Burns: Will Leap Year throw off our schedule?

Susan: No.

- Summer term will start the day after Memorial Day.
- Intercession and Wintersession were officially removed from the academic calendar. Classes are still held, but called an off-schedule class.

Question by Barb Harris: What is faculty response to summer session timing?

Answer by Susan: No feedback.

- Proposal was sent to Jon Rhoad.

Question by Les Parnell: Will this be implemented right away?

Answer by Susan: Yes.

- Next spring commencement was schedule for May 14 but will now be held on May 7.
- Very aligned to fall semester.

Discussion

Barb Harris moves to adjourn.

Jenny Sherlock seconds.

ADJOURNED.

Next Meeting – Wednesday, April 8, 3pm, Blum 220

Respectfully Submitted,

Tara Stoll

2<sup>nd</sup> Vice President