

Staff Association Minutes

9/10/14

Senators Present:

Tara Stoll, Matt McDonald, Jackie Burns, Debbie Johnson, Jenny Sherlock, Jennifer Riley, Tara Adwell, Amy Parnell, Brenda Griffith, Hawley Rumpf, Carolyn Schindler, Derek Evans, Amy Foley

Senators Absent:

Barb Harris, Ryan Menley, Les Parnell

Staff Present:

Fred Nesslage, Laura Buhman, Bob Lance, Pam Klaus, Christina Lund, Dana Heldenbrand, Jessica Frogge, John Gregory

Guests (Administration) Present:

Dr. Bob Vartabedian (came toward end of meeting), Dr. Cindy Heider, Dr. Cale Fessler, Ms. Shana Meyer, Ms. Sally Sanders

Matt McDonald calls meeting to order.

Tara Stoll is recording audio; Matt makes it known.

Dr. Vartabedian running late.

Report of Dr. Daffron by Dr. Heider -

- Accreditation occurring across campus.
 - 9/25-26 – site visit for Health Information Management.
 - 10/26-28 – site visit for Craig School of Business.
 - Final submission for the National Association of Schools of Music due Oct 1.
 - Late April is Education accreditation.
 - Institutional (AQUIP) accreditation due Nov 1.
- Academic Affairs – Two new degree programs are being proposed. Bachelor of Science in Population Health and Master of Science in Information Technology Assurance Administration.
- Enrollment is close to what it was last year. Sept 22 is census day and will have official count then. Can enroll people up until this Friday.
- Cronkite Class and Fitness and Wellness classes are free. Enroll!

Q: Fred Nesslage regarding ITTAA proposal. Would like to see it.

A: Dr. Heider states that she will send to Fred and Jessica Frogge for review.

No report from Mr. Pickman, who is absent.

Report of Dr. Fessler -

- Following Twitter during veto session. Today is veto session day. Keeping eye on that, as a lot of things are being overridden.
- Wrapped field work on audits. Still in contact. Things going well. Report planned for October to Board of Governors, which is generally the timeline.
- Physical Plant projects update:
 - Potter work set to complete in October, on track.
 - Energy audit continues. Schneider Electric working with us on that. Presenting options.
- Benefits committee meeting on Oct 16. Sally will talk about. Tough experience with health insurance utilization. There will most likely need to be some changes.
- Received \$25K grant from MO Dept. of Higher Ed. in area of financial aid to help in default prevention efforts. We are not near the 30% default rate, which could trigger some harsh penalties for the university. We monitor it very closely. Students who are considered “at risk” are being contacted. The grant is secured for a couple of years to help directly with default prevention.

Q by Debbie Johnson: What day will restrooms on First floor Wilson Hall be done?

A by Dr. Fessler: No answer, but will talk with Lonnie. Will email Debbie.

Q by Matt McDonald: What is our current default rate?

A by Dr. Fessler: Near 20%. It was 24 dropped to 22. Hitting 30% the first year doesn't trigger massive penalties. Being at 30% for 2-3 years is when the penalties would start coming.

Report of Ms. Meyer -

- 2013-14 Annual Report presentation. Passed out reports for all. Extra copies are available if needed.
- Sorority recruitment going on this week and is largest pledge class ever at 101. Fraternity recruitment starts next week.
- Student Focus Groups meeting to get perspective info. Going on all year. Groups divided up by demographics. A great snapshot from these groups regarding their feelings about Missouri Western. If you ever have questions you'd like to see answered, pass those along to Ms. Meyer. Once information is gathered and compiled, it will be passed on.
- Family Weekend Sept 19 & 20. Magician, three planetarium shows, president's pancake brunch, carnival games.
- Hit 129 international students. Not as high as we had hoped. 84 in spring, so significant increase.
- Residential Life – wait list for men.

Report of Ms. Sanders -

- A lot of response to yoga, Lunch and Learns and aqua fitness classes. These are free. Check website for activities.

- Benefits – in process of negotiation for 2015. Tough year. Trying to get best rates. Want employees to be proactive...use wellness initiatives, engage with your health care provider, etc. Information finalized soon to share with Board of Governors. Week of Oct. 20 will be meetings. Probably three days. Open enrollment will be following week. Very quick turnaround. Will use call center for enrollment. Online option, too.
- Finalizing TB screening questionnaires. Contacting MOAs, mostly.

Q by Hawley Rumpf: Who updates website on Staff Classification info? Who updates it, and if it's wrong, who do we notify?

A by Sally Sanders: If it's incorrect, bring it to our attention. It was down while we were working on it, so it's possible the person was looking at a previous list.

Old Business:

Approval of minutes from August meeting with suggested slight changes.

Motion from Amy Parnell to approve.

Seconded by Jackie Burns.

Slight change suggested by Tara Adwell on page two. (remove Foundation)

Another motion from Amy Parnell to approve with slight change.

Seconded by Jackie Burns.

August minutes are approved.

Committees and Chairs:

Jackie Burns: committees are full. Special events will meet to discuss chairs and co-chairs. All other committees have assigned chairs.

Tara Adwell moves to approve committees as noted.

Seconded by Hawley Rumpf.

Committees are approved.

Committee Reports:

- Advantage – Carolyn Schindler, no report
- Constitution and By-Laws – Derek Evans, no report
- Grievance – Amy Foley, no report
- Election – no report
- Professional Development – Tara Stoll reports that three applications have come in and been approved recently. The committee will gather soon for some additional discussion.
- Salary and Fringe – Debbie Johnson reports that committee will meet next Tuesday regarding shared leave document. Faculty Senate sounds interested. Been in contact with Regan Dodd. Hopeful that they will not want to make a lot of changes before moving forward. Would like to tie this in with open enrollment in October.
- Special Events – Jackie Burns reports that the committee will meet to discuss chair/co-chair appointment. No other report.
- Welcoming – Jackie Burns reports they have welcomed the following:

John Gregory- Administrative Assistant/Academic- Nursing Department
Annette Weeks – Director of Center for Entrepreneurs
Dawn Baker – Administrative Assistant/Communications & Journalism
Sara Hunt- Marketing Coordinator- Western Institute
Greg Carbin- Head Strength and Conditioning Coach- Athletics
Nick McCutcheon- Athletics Media Relations Director- Athletics
Mollie Bjelland- Assistant Women’s Softball Coach- Athletics
Natasha Oakes- Associate Director of Athletics for Compliance/Senior Woman Administrator- Athletics
Rhonda Miller- Custodian- Physical Plant
Scott Evans- Custodian- Physical Plant
Pamela Klaus- Director for Franchise Programs- Craig School of Business
Deborah Smith- Administrative Assistant/Academic- Computer Science, Mathematics & Physics

New Business:

Matt McDonald

- In regards to discussions at SA meetings, if we discuss open positions, positions must be posted first. We need to discuss based on position name, not person’s name.
- To clarify, the notes are published and go out to all of staff, so positions need to be discussed by position rather than by individual names...and they need to have been posted by HR.
- Meetings are open, minutes are taken. Anything can be written down.

Fred Nesslage clarifies: Because it’s a university committee, it’s subject to Sunshine Law.

Dr. Vartabedian arrives late for report:

- Census date info: hoping for enrollment increase. He is confident of an increase.
- Master planning is still going on. Starting three different forums on master planning. Several important issues regarding land leasing, where buildings will go, etc.
- Athletics – things going well.

Q by Tara Stoll: Where are we with the pool closure issue?

A by Dr. Vartabedian: Dr. Vartabedian gets lots of letters in support of salvaging it and responds to them. Forum for students is planned. Hoping for specific benefactor to take care of it, but he/she hasn’t shown their hand yet. No definitive commitment.

Appreciation expressed for extra days for Christmas Break by Brenda Griffith.

Motion to adjourn by Hawley Rumpf
Seconded by Debbie Johnson
ADJOURNED

Next Meeting: October 8, 2014, 3pm, Blum 220

Respectfully submitted,
Tara Stoll
2nd Vice President