

Staff Senate Agenda
September 9th 2015, 3:00 p.m.
Blum 220

Present: Carol Hare, John Gregory, Derek Evans, Jackie Burns, Pam Klaus, Louise Mills, Jenny Sherlock, Amy Foley, Blaire Laurel, Dr.Fessler, Dr. Vartabedian, Dr. Daffron, Jerry Pickman, Shana Meyer, Sally Sanders, Kurt McGuffin, Amy Parnell, Tara Stoll, Hawley Rumpf, Christina Lund, Jena Williams, Barb Harris, Fred Nesslage, Les Parnell, Jessica Frogge

Invited Guests

Dr. Vartabedian

- We have had one of the busiest summers since my arrival at MWSU, House Bill 19, Chiefs Training Camp, Western Playhouse, Centennial, etc. Very positive response from the Chiefs in regard to their stay on campus.
- Upcoming Events:
 - September 15 is Convocation on the threat of ISIS with Tom Ridge.
 - September 21 is the Clock Tower dedication
 - September 26 is the Founder's Day Celebration
 - October 12 is the Centennial Art unveiling
 - Spratt Stadium Project has had great progress
 - Roy Blunt came on August 13th and announced that he and the president of CBS, Leslie Moonves, will be here for the dedication of Phase III of the Walter Cronkite Memorial.

Dr. Daffron

- Good first week of classes!
- Enrollment: Drop in enrollment for this fall, it was anticipated due to previous changes. Demographics are such that not as many individuals are graduating high school up until around 2018/19. Numerous factors are at play in this circumstance. More information will be provided later.
- Enrollment is important not only for student success but also for its effects to the budget.

Dr. Fessler

- Wrapping up the annual audit, information will be presented to the board and no major issues are currently seen.
- 5 vendors have submitted bids for the Salary Survey that we will conduct.
- Sara Freemeyer has replaced Misty Miller as the Benefits Coordinator.
- Health Insurance renewal came in on a positive note, less than 1% increase overall.
- Spratt Stadium has been open for several games already, Phase II is ongoing with very strong progress.
- HB19 Project has been kicked off in Hearnest, bids are out for Looney and Eder.

- State has approved the bonds for HB19 project

Jerry Pickman

- Centennial Capital Campaign continues to go strong and there is a strong chance that the initial goal will be reached by the end of the year.
- Potter Hall project is a strong focus currently, building committee is gathering together to continue to work on design plans. A large portion of the project will be an 800 seat performance facility.
- Centennial Pictorial History book has been sent out.
- Encouraging all employees to walk as part of the Southside Fall Festival Parade, arrival time is 8:00 a.m. at Hyde Park.
- Re-dedication of the Clock tower on September 21st will include a time capsule that will be opened in 2065
- All employees are encouraged to participate in the Founder's Day festivities on Sept 26
- Foundation's audit has been concluded and has had positive results.

Shana Meyer

- Griffon Edge mural downtown has been completed near the downtown Library
- Title IX ongoing education, Brian Banks presentation is on September 17th regarding the balance of Title IX investigations.
- Tuesday Sept 22nd, Policy/Procedure with Campus Police Ice Cream Social.
- September 30th, Hispanic Heritage Banquet
- October 3rd Recognized Student Organization Leadership Summit
- October 7th Student Health Fair, time and location TBA
- November 2-5 Tunnel of Oppression, 10:00 a.m. to 5:00 p.m., Blum 218-219
- Pulse Groups: Re-branding as "Student Matters", open forum with prompts and questions. First one will be held on October 24.

Sally Sanders

- Working on Labor/Market Survey
- Benefits renewal is in process, open enrollment dates will be forthcoming, enrollment will be 100% online. All employees who are eligible will have to comply with the enrollment, including those who will be deciding against taking the benefits. Dates for open enrollment will be around the first part of November, actual dates TBA.
- A Yoga class is currently in the works and will be communicated on the employee benefits listserv.
- It is asked that all employees keep an eye on HR compliance paperwork during this busy time in which there are numerous new hires and student workers.

- Title IX, The student module has been launched, glitches are present however they are being worked on diligently. Remember, if students do not complete the Title IX training, a business office hold will be put on their account keeping them from enrolling for spring classes.
- Questions: Are student workers supposed to receive multiple Title IX modules? Yes, student workers received the main Title IX module and an employee harassment module. The incorrect course was sent out on the initial run and should be either fixed at this time, however a few still need to be corrected.
- Question: Have Adjuncts already had their Title IX sent out yet? We will not launch adjunct Title IX modules until workload is complete.
- Question: Are we getting flu shots this year? Yes, however no dates have been set at the moment, most likely mid to late October.
- Question: Any new nutrition classes? We are currently working on those as well.

Kurt McGuffin

- Additional thank you to all those who worked as part of Chiefs Camp, the 2nd most attended thus far. Paid days and parking are the only events that generate money for MWSU during Chiefs Camp. Those funds goes directly back into the indoor sports complex.
- Spratt Stadium will likely have a trial and error period during the construction process for games scheduled at the Stadium.
- Sports punch cards are available.
- Athletes recorded an all time high of community service hours last semester. However, new requirements from the NCAA now state that all athlete community service hours must be thoroughly documented and go through a formal accountability process.
- Sean Becker and Scott Groner have been hired.
- Question: Is information regarding Spratt Stadium online? Yes, furthermore if you have your ticket in hand it is recommended that employees take the gate near the indoor sports complex to enter the field.

Old Business:

Approval of Minutes: August 2015

Barb Harris motions to accept minutes as corrected

Hawley Rumpf seconds this motion

All accept, motion approved.

All committee chairs have been filled, final committee members are still being sought.

Committee Reports:

- Advantage – Roe Gnuschke: Our committee is complete.
- Constitution/By-Laws -- Christina Lund, no report
- Grievance – Kathy Kelly, no report, we still need 1 exempt and 3 non-exempt to serve on this committee. Report given by Carol Hare on behalf of Kathy Kelly.
- Election – John Gregory, committee filled.
- Professional Development – Tara Stoll, committee filled. \$2,200 out of \$3,000 already spent, additional resources are being sought.
- Salary and Fringe Benefits – Debbie Johnson, no report, committee seats nearly filled. Report given by Carol Hare on behalf of Debbie Johnson.
- Special Events – Dana Heldenbrand, not present, currently seeking committee seats
- Welcoming – Jackie Burns, In July 6 new hires, August 8 new hires.

New Business:

Liaison for Faculty Senate meetings

- Meetings are on the 1st and 3rd Thursday of every month in Blum 220. Meetings last from 4:00-5:30 PM approximately.
- Gretchen Quenstedt-Moe will be the liaison from Faculty Senate to the Staff Senate.
- If there are no volunteers for the Faculty Senate liaison, Carol Hare will attend as often as possible.
- Amy Foley volunteered to share liaison duties with Carol Hare.

President's Report: Carol Hare

- Working on obtaining a list of staff employees in each building. Once obtained we will assign senators to those employee areas. The delay is due to the changes within Human Resources personnel.
- Employee Survey: Results from a google search on a number of universities provided statistics to help form the survey that is being reviewed by the E-Board. There is a goal to raise morale via the format of the survey questioning. Carol Hare hopes to share the results during the Holiday event held in December.
- Founder's Day is a huge day! At least 14 staff need to assist with the tailgating games and tents. Any volunteers would be greatly appreciated.

Barb Harris motions to adjourn

Jenny Sherlock seconds

All approve

June New Hires – these **10** were mentioned in August minutes

Ellen Kaasik- Residence Hall Director- Residential Life

Scott Groner- Athletic Facilities Coordinator- Athletics

Jacob Sloan- Residence Hall Director- Residential Life

Pamela Esely- Administrative Coordinator- Student Health Center

Janet Lines- Administrative Support Assistant- University Police Department

Jean Foster- Administrative Assistant- Career Development

Andy Ball- Assistant Football Coach- Athletics

Sue Myers- Manager of ITS- Contracts, Procurement and Telephone Services- IT

Jesse White- Graduate Records Coordinator- Registrar's Office

Elliot Swope- Video Communications Specialist- IMC

July New Hires - 6

William Arnold- Math Coordinator- Center for Academic Support

Roberta Foster- Admissions Counselor- Admissions

Rachel Graves- Development Officer- Development

Christi Waggoner- Academic Advisor- Craig School of Business

Matt Whipple- Applications/Dual Credit Support Specialist- Western Institute

Mark Zuptich- Fleet Manager- Physical Plant

August New Hires - 8

Angie Brunk- Information Services Librarian: Instruction- Library

Brandon Card- Instructional Technologist- IMC

Andrea Keller- Admissions/Advisement Coordinator- Nursing

Rhonda Brown- Developmental Mathematics Specialist- CSMP

Julie Hansbrough- Developmental Mathematics Specialist- CSMP

Andrew Baxley- Admissions Counselor- Admissions

Anne Lech- Intensive English Specialist- Western Institute

Dana Witkowski- Custodian- Physical Plant