

## Staff Association Minutes

May 22, 2019, 11:00 a.m.

### Blum Union 218/219

**Senators Present:** Marissa Steimel, Fred Nesslage, Betsy Wright, Nicki Robertson, Barb Harris, Hawley Rumpf, Jessica Poet, Jessica Frogge, Kathy Gammon, Andrea Collins Keller, Jena Williams, Derek Evans, Lisa May, Shelle Browning, Louise Mills

**Senators Absent:** Kathy Kelly

**Staff Present:** 160 staff members (Summer Retreat)

**Invited Guests:** Dr. Vartabedian, President; Dr. Davenport, Interim Provost

#### **Dr. Davenport Report:**

- Welcomed staff to the retreat, and thanked them for everything they do throughout the year.
- Every Employee is an Educator – the staff shows that through their dedication to the university.

#### **Old Business**

- The April minutes were approved by the Senate.

#### **Committee Reports**

- *Salary & Fringe*
  - Function: To review and make recommendations concerning salary and fringe benefits for the members of the Association.
  - 2018-2019: Issue 1 - Overtime Policy for Non-Exempt Employees; Issue 2 - Paid Parental Leave Policy
  - Members: Alex Owens (Chair), Barb Harris, Fred Nesslage, Jena Williams, Jessica Frogge, Noel Cross
- *Constitution & By-laws*
  - Function: To examine, on a yearly basis, the constitution and bylaws of the Association and recommendation necessary additions, adjustments, and/or changes.
  - 2018-2019: Bylaws were changed to reflect the current practice of having seven members on the Grievance Committee instead of five.
  - Members: Robin Kelly (Chair), Carolyn Schindler, Derek Evans, Shelle Browning, Teri Holt
- *Welcoming*
  - Function: To orient new staff employees to the campus and the Association; Provide support to new staff employees and serve as an additional resource of information.
  - 2018-2019: Welcomed 32 new Staff Association members from Admissions, Athletics, Center for Academic Support, Counseling Center, Foundation, Instructional Media Center, Library, Physical Plant, Registrar, Residential Life, University Police
  - Members: Jackie Burns (Chair), Jena Williams, Jennie McDonald, Karen Luke, Lisa May, Nancy Nelson, Shawn Becker
- *Election*
  - Function: To develop and conduct all elections pertinent to the Association.
  - 2018-2019: New non-exempt Senators for 2019-2020 are Jessica Poet, Kathy Kelly, Quentin Laws, and Ryan Addington; New exempt Senators for 2019-2020 are Andrea Keller, Claudia Baer, and Rene Hill.
  - Members: Marissa Steimel (Chair), Barb Harris, Debbie Vaughn, Elaine Bryant, Jake Kelly, Jessica Poet
- *Grievance*
  - Function: To receive claims relating to grievance from any member of the Association and to initiate the first step in the grievance procedure.

- 2018-2019: No grievances filed; Sent bylaw changes to GAC to centrally locate closed grievance files to mirror Faculty Grievance Policy.
  - Staff member asked if the change had been approved – it has been tabled by the GAC until the next GAC meeting in order to gather more information.
- Members: Kathy Kelly (Chair), Deana Wennihan, Jessica Frogge, Kelly Sloan, Minerva Correa Torres, Stephanie Spratt, Wonda Berry
- *Professional Development*
  - Function: To coordinate professional development opportunities for the members of the Association.
  - 2018-2019: Awarded 10 people additional funds for their professional development travel; Surveyed staff to assess professional development needs.
  - Members: Betsy Wright (Chair), Carolyn Schindler, Deb Treat, Justin Ray, Rene Hill
- *Special Events*
  - Function: The Special Events Committee will serve as the planning committee for special events attended by members of the Staff Association.
  - 2018-2019: Winter Retreat was themed the “Land of Sweets” and 188 staff attended; Summer Retreat was themed “A Slice of Summer” and 160 staff attended.
  - Members: Hawley Rumpf (Chair), Alex Owens, Andrea Keller, Debbie Vaughn, Kendy Scudder, Michelle Jacobs, Marissa Steimel
- *Advantage*
  - Function: To serve as an opportunity for Staff Association members to assist in fulfilling unmet needs in and around the Missouri Western State University community.
  - 2018-2019: Adopt-a-Griffon program raised over \$1,000; Collected toys, clothing and hygiene items and adopted three MWSU families and several students.
  - Members: Nicki Robertson (Chair), Aubry Carpenter, Kathy Gammon, Louise Mills, Minerva Correa Torres, Susan Garrison, Teresa Crist

#### **President’s Report – Fred Nesslage**

- Gave a brief description of the Staff Association president’s role.
- Explained the change in format of this month’s meeting, and that it was put in conjunction with the retreat to increase staff involvement and awareness of what the Staff Association does for the staff.

#### **First Vice President’s Report – Kathy Kelly (absent), Fred Nesslage gave report**

- Budget Report – Still have some funds left, which the Special Events Committee will use for another event in June.

#### **Other Business/Open Discussion/Announcements**

- *Marissa Steimel*: Please wear your Griffon Gear on Griffon Orientation dates! There will be an email coming out through the MWSU news listserv with more information, but we would love to see a great representation from the staff to help welcome the incoming Griffons. If you need a shirt, go to HR!

**Mark your calendars:** Next meeting will be with the incoming and outgoing Senators to elect the new Executive Board. Staff Association meetings will resume in August.