

## Staff Association Minutes

January 15, 2020 at 3:00 pm

### Blum Union 220

**Senators Present:** Kathy Kelly, Marissa Steimel, Nicki Robertson, Claudia Baer, Kathy Gammon, Michelle Jacobs, Hawley Rumpf, Jean Foster, Barb Harris, Lisa May, Louise Mills, Andrea Keller

**Senators Absent:** Jessica Frogge, Rene Hill, Jessica Poet, Derek Evans

**Staff Present:** Fred Nesslage, Mike Cadden, Aubry Carpenter, Shaina Spooner, Amber Halstead, Alex Owens, Trenny Wilson, Erik Langston, Rachel Lundy, Jennifer Callow, Shana Meyer, Josh Maples, Evan Banks, Nathan Roberts, Carolyn Schindler

**Invited Guests:** Matthew Wilson, President; Dr. Davenport, Provost and Vice President of Academic Affairs

#### Matthew Wilson Report:

- Heard a lot from me last week in the Winter Welcome sessions - Ready for a Q&A here if you have any follow up questions.
- Spent Monday and Tuesday in Jefferson City - Testified in front of the Appropriations Committee
  - Acknowledgement that they are hearing different things from Missouri Western than they've heard before.
- Looking at our tuition and fee structure - How can we stabilize without pricing ourselves out of our market?
- Center for Service - Looking to try to get state support for this initiative
  - It's a long shot, but we can always try. There's a mentality in Jefferson City that if we do something for Missouri Western, we have to do something for every institution. Trying to flip that mentality.
- We are going to have to figure out the path ourselves to get out of the position that we're in - there isn't a pot of gold from the state.
- Deferred maintenance - There were a hundred projects submitted to the state.
  - We have a maintenance budget earmarked in that top ten, but not enough to complete the deferred maintenance.
- Fast Track Program - One of the governor's higher education projects
  - For non-traditional students specifically
- **Question from staff senate:** If we're in a crisis with our budget, why don't we just go and borrow money?
  - Matthew Wilson: We can't go to the state, so we would have to go to a bank or float a bond. They would look at our credit state and other factors. We're not a good candidate for a credit, so the interest rate would be high if we could even qualify for a loan. We also need to have a verified line of money coming in.
- **Question from staff senate:** What have we done so far on the deficit and to recoup that deficit?
  - Matthew Wilson: If we continue doing what we were doing, that deficit would be even bigger next year. One reason is the smaller freshman class that came in this year, so that will keep being a factor over the next few years. Minimum wage has gone up, which is

also a factor. Retirement (MOSERS) here is a huge benefit for employees. We give 21% to Mosers, but now we have to put in more because of a change in Mosers. If we changed nothing, we could be around \$5 million in debt next year. However, we are making changes. We have gone to the Foundation and asked them to cover some payroll areas in Alumni and Foundation (\$760,000 infusion this year and next year). We have asked folks to find ways to conserve. We only saved \$40,000 in student employment in the fall, which isn't as much as we wanted. We renewed fewer student employees this spring, but the minimum wage increased so it will even out. Last year, the budget was \$1.2 million for student employment, but we spent \$1.6 million. We have eliminated positions. We're talking to folks about just doing necessary travel. We need to put in controls on the budget to keep from overspending. We need to find ways to get in a full class next year. Our applications are off by 15%. What matters is getting students in the door, so if we stay positive, find ways to be proactive, and step it up, we can get them in.

- **Question from staff senate:** In terms of federal work study, is there a percentage that we're allotted each year? Is that being evenly distributed to departments? In the past, academic departments were using institution funds.
  - Matthew Wilson: At other institutions, all student employment jobs have to be work study. We're looking at that, with the possibility for an exception form if there's a reason you want to hire a non-work study student.
- **Question from staff senate:** How are we defining necessary travel? Who are we restricting?
  - Matthew Wilson: Our recruitment team needs to be traveling. If we're talking about professional development, that's not completely necessary. That call will be made by the supervisor. Student Affairs has a lot of collaborations and conferences, but we can't fund that. We can't tell our Athletics teams not to travel, but we can ask them to conserve.
  - Dr. Doug Davenport: It's difficult to put an "across the board" freeze on travel for academic areas. Use the what is "most crucial" concept. Some folks will decide not to travel on their own. There are a lot of different ways to get to a reduction of travel without just saying, "You can travel, but you can't." It has to be done at a department level.
- **Question from staff senate:** If we come to the point of only traveling for absolutely necessary things (Admissions, Athletics, accreditation, etc.), are there going to be exceptions made for tenure track faculty who can't travel and meet requirements?
  - Dr. Doug Davenport: Those expectations are usually department specific. If it gets to the point where we are needing to make exceptions for those, we'll ask the department to take a look at the whole process.
  - Matthew Wilson: We just need to be more strategic on the travel side.
- **Question from staff senate:** Is there a timeline for when people can expect their new budget?
  - Matthew Wilson: Darrell is already meeting with folks and getting ready to drop their new budgets. He's already found \$150,000 to cut in his own area. He has to go back to the Board with an update in February, so this will be done well before then.
- Any questions for Sarah about reclassification? No questions.

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

- Spring Enrollment down 3.8% as of Monday
  - There is a lot of movement in the first week, so we still have students coming in and wanting to get enrolled.
  - We were down 5% in the fall, so we have gained a bit of ground.
  - Appreciate the work done by everyone to get them enrolled and to remove barriers.
- Dr. Elizabeth Kennedy is our new AVP in Academic Affairs
  - One of her key areas of focus is going to be student success and how to increase student retention. Retention is more cost effective than recruiting new students.
  - Many of our students, if they don't come back, will go nowhere.
  - Working with external relationships and building pipelines
- Beginning of the semester has gone smoothly
  - Thank you for making the semester start off well
- **Question from staff senate:** Do we expect the -3.8% to go up or down?
  - Dr. Davenport: Our official number is the fourth week census. Many students wait until the last minute to enroll.
- **Question from staff senate:** When is the last day they can enroll?
  - This Friday. However, there are some exceptions.
- **Question from staff senate:** Are we considering going back to the idea of choosing a guinea pig cohort to watch their retention over a few years?
  - Dr. Davenport: We have hired a new institutional analyst - Angela Grant. She has the ability to look at data and find patterns. We tend to do all things for all students all the time. How can we become more strategic about using our resources? We have to change what we're doing or we will not see changes in outcomes.

### Old Business

- Approval of November minutes - Motion passed and minutes approved.

### Committee Reports

- Salary & Fringe - No report
- Constitution & Bylaws - Once approved, must go to GAC for approval
  - Discuss/Vote on Bylaw changes - Motion, voted, and passed
  - Discuss/Vote on Constitution changes (Must go to entire association for approval) - Motion, voted, and passed
  - **NOTE:** A few typos and a change in the bylaws after the meeting were noticed. The following was voted on via email to the senators on January 22, 2020, in addition to the changes voted on at the senate meeting.

\*In the Bylaws, under Article II Section 3 a sentence was changed from "A vote will take place with current Senators." to "A vote will take place with newly elected Senators." to be consistent with the rest of the section.

\*In the Bylaws, "Duties of the Staff Senate" was not labeled by an Article number, so it is Article III, which shifts each article number after by one.

Email voted to approve changes. Additions passed.

- Welcoming - No report
- Election - No report
- Professional Development
  - Have not spent anything because we've been asked not to spend, so it will go back to the University
- Special Events
  - Event delayed because of the weather
  - 65 attended, 85 RSVPed
  - Collected a lot of items for the Campus Cupboard
  - \$362 donated to Campus Cupboard
  - People really stepped up and donated, so thank you!
- Advantage
  - Had a family in emergency need
  - Raised \$1400 in a week for them
  - Christmas went well - helped all of the families, gave them all a \$125 grocery gift card
  - All four families were fellow Griffon staff members

### **President's Report**

- Forfeiting time as needed for Constitution and Bylaw discussions
- Question initiated from November's Senate meeting about reclassification. An email was sent to Sara Freemyer about reclassification steps.
  - **Question from staff senate:** A constituent was worried about it because of the grievance policy being removed as well.
    - The C3 committee was disbanded because there is a lot of gray area when it comes to reclassifying. The committee members didn't know the actual day to day of a job, so they didn't really know what to classify things. HR wants to move towards using market data to re-classify positions. It will be looked at on a case-by-case basis.
    - There's a worry that two people doing the same job will be paid differently.

### **First Vice President's Report**

- Budget Report/Update
  - \$6,880.04 - Only costs have been \$80.86 (Winter Retreat) and \$63.73 (Staff Senate Retreat)

### **Faculty Liaison Reports**

- Senate Ad-Hoc policy guide committee will be meeting this week.

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

- Check out the email from Dana Gertner about staff dining plans!

**Mark your calendars:** Next meeting will be Wednesday, February 12, 2020 at 3 pm in **Popplewell 304**.