

Staff Association Meeting Minutes
October 14, 2020
Blum Union 220/Zoom and
Youtube link <https://youtu.be/-WtyTotoucl>

Senators Present:

In person: Andrea Keller, Colette Weipert, Jean Foster, Amber Halstead, Melissa Stallbaumer, Lisa May & Evan Banks. **Via ZOOM:** Debbie Vaughn, Rene Hill, Kendy Scudder, Jessica Frogge, Tiffany Crawford, Kathy Kelly, Derek Evans **Senator Absent:** Cathy Bryson

Invited Guests

Dr. Elizabeth Kennedy, Interim President

Dr. Doug Davenport, Provost and Vice President of Academic and Student Affairs

Darrell Morrison, Vice President of Finance and Administration

Dr. Kennedy Report:

- Thank you to everyone for everything you are doing, including commencement assistance.
- Governor Parson visited for a ribbon cutting ceremony for the Center of Excellence in Applied Healthcare Learning (CEAHL). Positive feedback received about the campus community.
- Due to the cancelation of winter commencement, Wednesday, Nov. 25 will be added to Fall Break for all employees. Campus will be closed Wednesday, Nov. 25 through Wednesday, Dec. 2, with staff returning Thursday, Dec. 3.
- Enrollment is not down as much as expected due to business, nursing and education.
- Early college academy enrollment is up, 1100 high school students taking at least one class this fall. Encouraging and a good revenue stream. Recruitment and retention are essential.
- Spring Semester will start as scheduled on Tuesday, Jan. 19, 2021. Spring Break has been adjusted to March 22-26, 2021. That will allow us to complete midterms before Spring Break and provide us with greater flexibility should we need to adjust campus operations in the spring. It also provides a nice perk for students and employees with children in the St. Joseph School District, as our Spring Break will occur during the same week as theirs.
- Vice President of Enrollment Management search is ongoing. A critical position because enrollment is our revenue. Search for Chief Communications Officer is ongoing.
- Community outreach continues by bringing back Steve Johnston as director of external relations for making contacts. He has been instrumental in working to connect the President to better promote our university (25 appointments in 20 days).
- Governor Parson will be releasing some FY withhold. It is very good news for us.
- Covid-19 teams functioning to larger campus wide team and smaller analytic team working with contact tracing. Dashboard is up and running. The state is getting some amount of testing and voluntary vaccines (when available) and antigen testing. We would get a percentage of tests sent to us based on campus population faculty and staff at the time. A constantly evolving situation.

- Center for Service/Dr. Clapp using an app VOMO to log hours among other helpful tools. Community partners: Mosaic, Second Harvest, shoe program, other popup programs.
- Charging folks to look at what they are using the Gold Fridays for engaging students with applied learning that would only be available on Gold Friday.

Dr. Davenport Report:

- Thanked everyone for the work on the Commencement exercises.
- Sim lab ribbon cutting ceremony help was greatly appreciated. Governor Parson was eager to attend this ceremony because it was the first MOEXCEL projects to be completed across the state of Missouri on time and under budget. It was a team effort across the school of nursing and physical plant.
- See the Wintersession website for a slider at the bottom for Center for Service opportunities for students during the winter break. Great opportunity to make a meaningful experience for students.
- Enrollment in the Early College academy 1196 this year 1143 last year. Essentially one of our best recruiting efforts. Students decide to attend MWSU because of their high school experience here.
 - Discussion had about separating Early College academy numbers from total headcount when reporting enrollment figures.
- Reiterated we are doing a lot of things well. It's tough times and is easy to get off of our core mission to recruit, retain and help students succeed. We have fewer undergraduate students enrolled but many are enrolled in slightly more credit hours. We need to remember our goal to keep students fully enrolled to graduate on time.
- Thanks to Dr. Angela Grant who serves as our Institutional Research Analyst for doing a massive overhaul on the Institutional Research Website including a new version of a Fact Sheet of institutional data. <https://www.missouriwestern.edu/ir/>
- Thank you to Derek Evans who has been the mastermind behind getting Edsights, an AI Chabot, set up on MWSU campus. Students are talking to the AI Chabot more than to the humans at MWSU. This is the third year in use and all students are engaged this year. Allows two-way communication with students. Many students are more likely to reach out for help with personal problems, academic distress, and financial distress to a nonhuman. This is a way for students to connect. Students seem more open to sharing with a non-humans. There is very little resources use, relatively inexpensive, on behalf of the University. This is an example of moving forward to serve our students and saving money. Max the Griffon talks to students and they love it.
- Discussion had about leasing property to the city for a police/fire station.

Darrell Morrison Report:

- Current year budget situation is some \$4 Mil down as reported previously. Reports are finished for the Board of Governors meeting. We have made strides cutting the overall number down by about \$1.2 mil through various savings also has helped to have Covid funds to replenish money spent earlier. Cash position is stronger than a year ago at this time. All the things we have attempted to do to make cuts are working except for our enrollment.

- Down 20% in freshmen so hopefully the new enrollment person coming on will make some difference.
- There are different ways to further approach other budget issues on the table. Covid-19 Cares act funding 3.9mil from the 1.8 went to the students last spring. PPE and \$2.7 mil from the state. Using to enhance some of the infrastructure in particular air handlers \$1.7 mil for that. Safer work environment, better quality air on campus. There are bottle fillers being installed. At the same time making sure we have all the PPE needed.
- Health Insurance has some changes forthcoming. What is precipitating is 21% up in utilization this year. We have 31 claims over \$30,000 equals \$2.2 mil. BCBS renewal came back just under \$780,000 for the university. Different options were reviewed. 1. Eliminating two of the four options for health insurance. 2. HMO & buy up PPO are going away. Regular PPO & QHPP is staying. Bad news is we are saving some money but will have to restructure contributions. Free health insurance ends January 1, 2021. Some of our plans for family are outrageous rates. Some have been restructured. Dental will change but is part of a bundle that saves some money. Watch for more information to come out shortly. It's a bad time and nothing else to do. Information will come out after the Board of Governors meeting and get their approval. Individual information sessions will be available for employees to learn more.

Old Business

September minutes approved.

Committee Reports

- Salary & Fringe
 - Chair: Kathy Kelly
 - Will be meeting with faculty Salary & Fringe committee in the near future
 - Would like to see their committee participate in any future discussion about benefits for employees prior to decisions being made
 - Continued need for administration to be aware of campus-wide morale issues. Would like to see our campus become more family like again. We need to keep finding ways for employees to feel appreciated and valued.
 - Is there a serious possibility of a cost of living raise in 2021-2022?
 - Request that administration look into tuition reduction to include fees
 - Staff want to remain at 37.5 hours/week. Survey data supports that.
- Constitution & Bylaws
 - Chair: Amber Halstead
 - Membership might need to change due to staff category changes. Checking on this.
- Welcoming
 - Chair: Lisa May
 - No report
- Election
 - Chair: Colette Weipert
 - Duplicate voting situation is being addressed

- o Will be filling an exempt seat due to Sam Wemple leaving MWSU
- Professional Development
 - o Chair: Evan Banks
 - o Several potential projects/initiatives the committee plans to focus on:
 - Customer service trainings
 - Onboarding processes
 - Development and Advancement: Promote a culture of training and improvement
- Special Events
 - o Chair: Melissa Stallbaumer
 - o Will focus on raising moral and community building.
 - o October office decorating and homecoming spirit week.
 - o November holiday craft
 - o Virtual retreat with prizes being considered. Door decorating contest & Silent Auction, proceeds to benefit griffon families.
- Advantage
 - o Chair: Susan Garrison
 - o Adopt a Griffon is planned. More will be emailed soon.

Motion to approve chairs. Passed.

President's Report

- Please join the new Facebook page: Missouri Western State University Staff Association
- Future meeting format: Senators will have a Zoom link while everyone else can live stream the meeting on YouTube.
 - o Had planned to livestream on Facebook but there was dissatisfaction with that. YouTube was the next best alternative. We are not allowing everyone on Zoom out of concern it could transition into a town hall type atmosphere.
 - o Chat will be available in the YouTube stream for questions at future meetings. Those who voiced their opinion thank you for your input. We hear you and this is what we can do.
- The E-board will continue to meet with President Kennedy the Monday before our monthly Staff Association meetings.
- United Way campaign is beginning soon. Watch for an email about donation opportunities.
- We want you to voice your concerns! Reach out to your senator or E-board members with any concerns. Coming soon: a message button on the Staff Association website for sharing your concerns.
- A T-shirt quilt is in the making for a future silent auction prize. If you have any Griffon T-shirts, please get them to a senator and we will make sure the quilt maker gets them.

First Vice President's Report

- Budget balance is \$4000. No expenses.
- Attended GAC meeting.

- Graduation faculty workload policy.
- Proposal for information adding classes back in.
- Institutional committees are being reviewed.

Faculty Liaison Report

- Greg Lindsteadt present – No report

Other Business/Open Discussion/Announcements

- None

Motion to Adjourn.

Mark your calendars: Next meeting will be Wednesday, November 11 at 3pm.