

Staff Association Minutes

September 9, 2020

Blum 220 & ZOOM

Senators Present:

In person:

Colette Weipert, Jean Foster, Kathy Kelly, Derek Evans, Amber Halstead, Melissa Stallbaumer, Andrea Keller.

Via ZOOM: Debbie Vaughn, Evan Banks, Cathy Bryson, Rene Hill, Kendy Scudder, Jessica Frogge, Sam Wemple, Tiffany Crawford

Senators Absent: Lisa May

Invited Guests:

Dr. Elizabeth Kennedy

Dr. Douglas Davenport

Darrell Morrison

Dr. Kennedy Report:

- Thanks to all staff for the ongoing efforts to open the campus and keep things healthy.
- Meeting with Andrea & Jean prior to Staff Association allowed insight for all three.
- Overall enrollment down approximately 9.6% in head count and credit hours. There is growth in Business, Nursing and Education.
- Charged Dr. Davenport to create a master academic plan that fits in with the University strategic plan and establish an academic program review committee to develop what that process looks like. Other primary initiative is the Center for Service, which has 19 professional partners developed already.
- Early stages of application to become a Project Lead the Way (PLTW) campus. PLTW builds pipelines into STEM programs for PreK-12 students.
- Brought Dean Harris as Covid-19 coordinator on board. Contact tracer training is ongoing. Covid-19 response team doing data analytics. Dr. Gary Clapp is working with the city, the chamber of commerce, St. Joseph Health Department, St. Joseph School District and Mosaic Life Care to have open dialogue. Dr. Grantham is helping with data modeling to monitor campus situations. Dashboard modeling work done by Angela Grant from IR will update weekly numbers. All for transparency.

Dr. Davenport Report:

- Reinforced the importance of retaining students and student success as the overarching goal of the strategic plan.
- Two teams identified: Academic Program Review team & Master Academic Plan team. Master Academic Plan is one of the key initiatives within the Strategic Plan. Dr. Elise Hepworth will be leading that team. Academic Program Review team will be led by Dr. Beth Potts from Education.
- Spring Commencement will be held September 20th. Students are allowed four guests. No winter commencement planned. Will reschedule to be held with Spring Commencement. Announcements to come.

Darrell Morrison Report:

- FY 2020 will be better shape than anticipated but not out of the woods yet. We are making strides with a better ending balance. We currently have a \$4 million deficit, same as in the beginning of the year. Enrollment was budgeted at 12.5% down but revenues are not the same due to fees not charged to online classes. An online class does not cost more than a face-to-face class, but will be taking that to the BOG because it is a cut to our budget.
- Campus maintenance issues have been ongoing. Many HVAC issues.
- Covid-19 miscommunications concerning Federal & State funds. Monies are to be appropriated strategically. One area of use would be replacement of air handling ventilation systems. PPE is another priority of fund use. Please put your requests in through MOJO. They are considering updating the lock and key system on campus. Creating a touchless environment essentially. Card ID would be used for building access and ID.
- Preliminary numbers on health insurance for employees show that employees would probably have to contribute to health insurance premiums or completely overhaul what insurance is provided and have a lot less benefits. Currently not sustainable. No final figures yet, but projecting a \$750K increase to the university.
- Still gathering students from a census standpoint so cannot have a final budget picture until later in the year. Budget adjustments will be very strategic not across the board.
- Thanks to all of the staff in dealing with the most difficult year in his career. Be patient as they are trying to be transparent.
- A question was asked about employee raises this year. "I'm sure there will be raises, probably, for some people, depending on what they do. But that's not unlike anywhere else."

Old Business

- Thank you to previous E-board!

Committee Reports

- *Salary & Fringe* **No Report**
- *Constitution & By-laws* **No Report**
- *Welcoming* **No Report**
- *Election* **No Report**
- *Professional Development* **No Report**
- *Special Events* **No Report**
- *Advantage* **No Report**

President's Report – Andrea Keller

- Future Staff Association meetings will not be town hall style per Dr. Kennedy. Senators can join meetings via Zoom or in person (if safety/social distancing can be accommodated). We are working to determine best practice for open meetings in the remote environment and may utilize a YouTube link for all other association members. More details to come.
- Dr. Kennedy is very easy approachable and is encouraging 2-way dialogue with a focus on evidence based solutions. The full e-board will meet with Dr. Kennedy the Monday prior to the staff association meetings to mirror the practice of the Faculty Senate E-board. Dr. Kennedy wants Darrell to be part of our meetings in order for him to provide transparent financial information directly from the source. She is also looking at overall institutional committee structure. We asked Dr. Kennedy if the 40-hour work week was still being considered. This is not something she is interested in pursuing at this time.
- GAC meeting cancelled due to lack of proposals.

- Commencement on September 20th needs volunteers. Please RSVP to Susan Bracciano if you are available to assist.
- We are working to add a feedback link on the staff association website. This is not intended as a means for venting but a method of guiding communication with administration.
- We are brainstorming ways to recognize/acknowledge staff association members in order to increase optimism and promote unity. We are also considering the creation of a Staff Association Facebook page that would have multiple moderators for continuous management.

First Vice President's Report – Jean Foster

- An email was sent out that included the list of standing committees. Only three have met the minimum of five members. Election, Special Events & Welcoming.
- Advantage, Constitution & Bylaws, Professional Development, Salary & Fringe need more members. Recruitment is ongoing. Please join and become involved! Now is a good time to get involved due to less time involvement because of meetings primarily on ZOOM.
- We have a budget but we should anticipate some funds will be pulled back per Darrell report. The Foundation cannot allocate any funds to us this year.
- Constituent list was emailed out on September 1st to Senators. Senators were assigned between several buildings and then divided by department so that Staff Senate coverage was divided up more carefully. Encouraged senators to reach out to your constituents for participation in the Staff Association.

Other Business/Open Discussion/Announcements

Faculty Liaison:

Dr. Greg Lindsteadt

- Building a joint venture Budget committee between two staff and two faculty to act as a sounding board to Darrell Morrison. These are appointed positions (not rotating) in order to assist with budgeting decisions. Evan Banks & Louise Mills will represent the staff. Dr. Jason Baker from Biology and Dr. Dan Shephard from Education will represent the faculty.

Mark your calendars: Next meeting will be Wednesday, October 14th at 3:00pm in Blum 220.