

Staff Association Minutes
March 10, 2021, 3:00pm
Zoom (Senators & Invited Guests)
All Staff Association Members:
<https://youtu.be/PSVErYbrexY>

Senators present: Andrea Keller, Jean Foster, Colette Weipert, Derek Evans, , Amber Halstead, Jessica Frogge, Lisa May, Kendy Scudder, Debbie Vaughn, Tiffany Crawford, Kathy Kelly, Rene Hill

Senators Absent: Evan Banks, Cathy Bryson, Melissa Stallbaumer

Invited Guests

- Dr. Elizabeth Kennedy, President
- Dr. Doug Davenport, Provost and Vice President of Academic and Student Affairs
- Darrell Morrison, Vice President of Finance and Administration
- Dr. Greg Lindsteadt, Faculty Senate President

Dr. Kennedy report:

- Thanks to everyone for the honor of leading MWSU as new President and your well wishes.
- Student credit hour is primary source of revenue. We have hired a vice president of enrollment management, a position that has been vacant for over a year and a half, to address rebuilding enrollment. We secured the services of Greg Hatten who is working with marketing and communications team and enrollment management team on a comprehensive branding strategy.
- We do have a current budget shortfall for this fiscal year. If we are to grow and thrive we must think of new ways of doing more efficient ways of operational practices. Resource scarcity, changing markets and a new competitive environment in higher education. I am working with the budget committee, faculty senate, communicating to cabinet and staff association board, but ultimate final decisions dealing with budget cuts rest on the shoulders of the President. The buck stops here. The plan is to limit budget reductions to operating funds, not personnel.
- Many are wearing multiple hats as we manage operating budget reductions.
- We must consider strategic initiatives to grow as a University. A hiring process is being laid out. We will commit to salary increases when revenues improve, when the funding becomes available. There is no timeline, raises will be driven by enrollment increases.
- Shared governance on campus is a goal that we must all work continuously toward.
- Question about any possibility of Covid-19 vaccines happening on campus for employees? Not likely this will happen. Encourage everyone to go to MO Navigator site and sign up. The expectations is that we will see normalcy by June.
- Dr. Kennedy added a reminder that as we are out in the St. Joseph community, to think of ourselves as Ambassadors for the University.

Dr. Davenport report:

- Master Academic Plan and Academic Program Review are on schedule thanks to lots of input and feedback. Thanks to all involved. This provides a renewed focus on our primary mission that is absolutely crucial. Makes us distinctive in the higher education marketplace and it aligns with our mission.
- Honors program is being revisited. We believe it brings value and we are seeking ways to lower costs and align with our mission. Expected to be completed this year so that by next academic year it will be implemented.
- Fall semester goal is to dramatically increase proportion of our courses to face to face. Currently, 85% of fall courses will be face to face. Full experience outside the classroom need to be reactivated. We have missed out on

key activities. Use of Gold Fridays was hampered this semester but look forward to more use of the Gold Friday's portal. We are committed to student success in the classroom or outside the classroom, which leads to student retention.

Darrell Morrison report:

- Overview was shared with adhoc budget committee, the cabinet, and plan for the fiscal year we are in now. Four months left. Recent presentation to Board of Governors (BoG) indicated that we still have a \$4.5 Mil deficit. The plan for FY 2021 includes a onetime transfer from the foundation of close to \$2Mil. The majority of the Foundation funds are reflective of employees that will not be returning in the future. Secondary is some foundation funds that have been in the works and will be part of our budget moving forward. Backfill on the University scholarship plan. Every year the foundation receives funds for scholarships that goes to the general support of students on this campus. Funds will be transferred to the University scholarship program. Cares Relief funds, there have been two and soon to be a third round of stimulus funds. We have applied for and are hopeful to receive \$770,000. Cost savings to date: unawarded scholarship (\$280,000), improved equipment and savings on utilities (\$250,000), cut from travel budgets and supplies (\$470,000), unfilled personnel (\$421,000), athletic budget reduction (\$200,000), student labor savings (\$120,000).
- FY22 baseline budget is the FY21 budget as it was at the beginning of July 1, 2020. Department chairs are meeting with Darrell to discuss budget effects. Will present FY22 budget to BoG at the April 22th meeting.
- A question was posed if fall 2021 enrollment figures are driving the FY22 budget. There are many factors, including tuition and fee rates, historical data, transfer student enrollment, etc. Dr. Kennedy and Steve Johnson are working closely with state legislature-working that we may receive additional state appropriations as well as forecast to restore our state appropriations above the current levels.

February Meeting Minutes Approval – Foster moved to approve the February minutes. Seconded by Frogge. February minutes approved.

Committee Reports

- Salary & Fringe: No Report
- Constitution & Bylaws (Amber Halstead): Holding meeting soon to look at classification changes to define Staff Association members.
- Welcoming (Lisa May): Seven new staff to welcome. Getting very short on welcoming gifts. We used to purchase on campus items from Craig School of Business and (previous) Campus Printing office. Other items were made up of donations.
- Election: Election committee met via email last week and decided to fill the vacant senate position in the next upcoming election in April.
- Professional Development: No Report
- Special Events (Kendy Scudder): The committee is still working on monthly Griffon Lunch Hour details. Steve & Kendy are planning a Plant & Seed exchange on April 16th with a representative from MO Gardeners Association coming to speak.
- Advantage: No Report

President's Report

- Remarks were shared about a meeting called by Board of Governor Chairperson Lee Tieman with the Staff Association President and Faculty Senate President. Follow up Zoom sessions for senators were made available.
- Covid-19 leave donations had a great response! 28 employees donated 938 hours (595 vacation hours, 343 sick hours) for a total of \$27,455. So far, no need to utilize this donations. The funds will be transferred to the crisis leave bank after the Covid-19 environment is over.
- Get-to-Know-Your-Griffon-Family idea from Kendy Scudder is coming soon as a way to meet our new employees! A survey will be posted on Griffon Weekly and Facebook Staff Association page. Debbie Crisler is working on getting that put up on the Griffon Weekly. Anyone that wants to participate fills out the form and can submit photos too. Depending on interest, a profile will be chosen per week. A fun comradery builder.
- GAC lingering discussion on institutional committees.
- E-board met with Administration on Monday. Thanks were shared for the employee appreciation meal ticket and closing campus during the very cold weather we had last month.
- Thanks to Betsy Wright for getting the free meal ticket together with a small note from President Kennedy. Also thanks to the Senators who passed those out in honor of Employee Appreciation Day.
- A request was made to utilize budget money for the Griffon Lunch Hour activities. Money for supplies may be possible but not for prizes. Please consult the E-board if you have questions or requests.
- We have received permission for senators only to attend staff association meetings in the face-to-face environment if they wish, but Zoom will continue to be provided as well. Senator survey results about the future format of our meetings was shared.

First Vice President's Report

- The budget still shows a .50 item, which is incorrect. We are trying to get that removed. An updated constituent list dated Feb 10th is on our shared Google Drive.

Faculty Liaison Report

- No report

Other Business/Open Discussion/Announcements

- Discussion about meeting format. Discussed the difference between using the webinar feature in zoom vs. YouTube link. Come prepared to vote at the April meeting about how we will move forward with future meetings (everyone on Zoom for a live meeting vs. YouTube link that can be watched live or anytime).
- Communicating with constituents is part of the duties of a Senator.
- Discussion about changes in our communication practices across campus and the disconnect felt by many. It has affected job satisfaction and employee morale.
- A question was raised about Fridays off in the summer. The e-board will ask administration at the next meeting. Hill offered that there was the need for offices to be open for recruitment purposes. Flexibility in work hours was mentioned.

Evans motioned to adjourn the meeting. Halstead seconded. Motion passes. Meeting adjourned.

Mark your calendars: Next meeting will be Wednesday, April 14, 2021 at 3pm.