

Staff Association Agenda
October 13, 2021, 3:00pm
PDR

Present: *Lisa May, Kendy Scudder, Jean Foster, Amber Halsted, Aubry Carpenter, Derek Evans, Evan Banks, Jessica Frogge (online), Deborah Vaughn (online)*

Excused: *Emily Ludwig, Kathy Kelly*

Invited Guests

- Dr. Elizabeth Kennedy, President
 - Thank you for all of the extra effort from staff for Griff Con, Visit Days, etc.
 - Fall enrollment and potential budget impact; despite lower enrollment than anticipated we are working through it
 - Analysis on Griff Up Downtown, approximately 174 students in attendance; Dr. Melissa Mace will take on reviews and it will become a formal part of Griffon Edge in 2021
 - Gold Fridays are in full swing and we are currently in the process of review including both on campus and off campus hosted events
 - Provost is working on survey to get feedback from both faculty and students; do they like it, what are they using it for?
 - The goal is to determine if it is doing what we want it to do
 - President's compensation Ad Hoc Committee
 - Will be composed of faculty, staff and admin to review the compensation study
 - As soon as our financial situation gets to a place where we can do salary increases, Dr. Kennedy has pledged to do that for employees
 - Homecoming is this week!
 - COVID 19 –
 - Starting to look much better. We officially have zero cases on campus. COVID meeting will meet again Friday and review the mask mandate on campus. Decision will be made on 10/15
 - Student COVID money
 - 2021-2022 Legislative session, we are gearing up for this
- Dr. Marc Manganaro, Interim Provost and Vice President for Academic Affairs
 - Initiated the strategic faculty hiring process it went to chairs and they will receive requests from chairs this Friday 10/15
 - Will ask for data such as numbers of students, classes taught, etc.
 - MAP Master Academic Plan will be implemented in a 5 year cycle
 - Friday Oct. 29 Chairs meeting – striving to enhance communication between chairs, faculty
 - Provide resources to faculty; considering providing grants and support for grant applications
 - Continuing work on course enrollment in a given semester (not under or overenrolled) to make the best of our resources
- Darrell Morrison, Vice President of Finance and Administration
 - COVID Relief funds – in reference to question about city employee bonuses

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- *“We are not able to give bonuses or raises with the Higher Education Emergency Relief Funds (HEERF) we receive. The HEERF section is a part of the overall American Rescue Plan Act (ARPA) that was approved in March of this year. States, counties, and municipalities also received a part of the ARPA funding, however they have less restrictions on what the funds may be used for in comparison to the HEERF. The funds we are receiving must have a direct correlation to the Coronavirus, therefore we are unable to utilize them for bonuses. I know this is not what people want to hear, including me, but our funds are very restrictive and will be continue to use them for things to make the campus safer and better.”*
- Are there any new updates about Health Insurance? Or any news about open enrollment? *“No updates on Health Insurance. We will be maintaining our current plans and structure. There will not be changes to employee contributions for coverage or adjustments on deductibles. The university will be paying for the insurance increase which is estimated to be \$430,000 or 11%. I would hope given our downturn in enrollment and revenues that everyone is appreciative of the efforts on this front. Regarding open enrollment we are just finalizing the dates. They are now set and will occur beginning November 8th and end on November 19th. There will be a communication going out to campus soon. Additionally, a flu shot clinic will be held on October 20th and 21st. This will also include an on-line wellness check and information has been sent to the campus community, so please everyone sign up for that.”*
- Wellness Screening and Flu Shot Even October 20 and 21
- Dr. Melissa Mace, Vice President Student Affairs/Enrollment
 - New Admissions cycle started on schedule in July
 - Admissions counselors are traveling
 - Adopted robust private school model
 - Sitting approx. 60% over where we were last year (300 students or so more) in admits
 - Homecoming events all week this week, Saturday Football Game
- Dr. Greg Lindsteadt, Faculty Senate President

September Meeting Minutes Approval

Senator Evans approved, Senator Carpenter seconds. Passed unanimous.

Committee Reports

- Salary & Fringe
 - Chair: Kathy Kelly
- Constitution & Bylaws
 - Chair: Derek Evans
 - Goal: Going through committees and making sure that committees and their charges match what work is being done.
 - Proposals to update the Constitution and Bylaws were approved
- Welcoming

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- Chair: Jean Foster
- May – September 26 new employees welcomed by email, but needed a gift.
- Purchase welcome gift: working on a bid for coasters
- Goal: Make it a priority to encourage all new employees to get involved/attend SA meetings starting with the first after their hire.
- Election
 - Chair: Melissa Stallbaumer
 - Appointment of a non-exempt Senator to fill vacant seat - needs Senate approval
 - Meet monthly at 9:00 a.m. on the first Tuesday of the month; in Admissions
 - Goals: Refine the process; recruit 2-3 nominations above the necessary amount of needed senators for each designation
- Professional Development
 - Chair: Tiffany Crawford
 - Review past goal, allotment of money. We discussed if the committee is still necessary and how it can be distinguished from the work of the CTL
 - Survey from the past but considering doing it again since employee turnover.
- Special Events
 - Chair: Melissa Stallbaumer
 - Meet: First and second Tuesday of every month at 9:00 a.m. in the Office of Admissions
 - Goals:
 - To utilize resources to meet all constituents
 - To build morale and community through engagement throughout the year
 - To redesign events to reduce load and increase impact
- Advantage
 - Chair: Aubry Carpenter
 - Six members now!!!
 - Accepting applications for the Adopt a Griffon Program for employee assistance. Applications needed by November 10th.
 - Goals: Help those who need assistance; want to change the name of Advantage committee to be more clear about the purpose; Spring fundraiser to support staff in other ways than just Adopt-a-Griffon

President's Report

- Approval of Committee Chairs
 - Motion to approve (insert chairs)
 - Motion to approve by Evans, second by Banks
- Approval of Kasey Schmoe as a non-exempt senator.
 - Senator Evans moves to approve Kasey Schmoe as a non-exempt Staff Senator, seconded by Senator Foster.
 - Passed by unanimous consent.

First Vice President's Report

- Budget: \$3,310

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- Constituent list is up to date
- Advantage 6; Constitution & Bylaws needs two more; Election needs three; Professional Development needs one more; Salary and Fringe needs one more exempt; Special Events has 7; Welcoming has 6.

Faculty Liaison Report

Other Business/Open Discussion/Announcements

- Senator Evans requests that committees review name and function in bylaws and bring proposed adjustments to Bylaw committee by February.
- Homecoming Events!
 - Tailgate for Staff Association? – Nope!
 - Schedule of Events:
- Breast Cancer Awareness Month Events
 - Pick up a ribbon and sign the banner outside of HR (Popplewell 117)
- 2021 Onsite Wellness Screening and Flu shots Oct. 20 & 21st 7am-2pm in Blum 219
- Gold Friday Events: www.missouriwestern.edu/goldfriday

Motion to adjourn meeting at 3:47 p.m. by Senator Foster, seconded by Senator Evans. Passed unanimously.

Mark your calendars: Next Staff Association meeting is November 10 at 3:00pm in PDR