

Staff Association Minutes

February 9, 2022, 3:00pm

PDR

Present: Amber Halstead, Jean Foster, Angela Grant, Emily Ludwig, Kendy Scudder, Derek Evans, Evan Banks, Deborah Vaughn, Melissa Stallbaumer **Virtual:** Kathy Kelly, Lisa May, Kasey Schmoe

Excused: Jessica Frogge, Aubry Carpenter

Invited Guests

- Dr. Elizabeth Kennedy, President (presented by E-board on behalf of Dr. Kennedy)
 - We will be welcoming a new Director for the Center for Military and Veteran Services Feb. 16 – Captain Chelsea Clark
 - COVID cases are down to 9 on Monday, as of today we have 5
 - Vaccine Clinic Feb 17 and March 19
 - Contact tracing has been moved to Agile Corporation
 - Center for Service Random Acts of Kindness Week starting February 14th
 - Spring Enrollment, good persistence numbers from Fall to Spring
 - Roughly 80% persistence for underclassmen, 90% persistence for upperclassmen
 - Overall enrollment is down, but persistence is good. Good job to everyone working on persistence.
- Dr. Marc Manganaro, Interim Provost and Vice President for Academic Affairs
 - Early college academy, dual credit program is doing very well. Spring enrollment is up 14.3% from last year - 1,037 students total.
 - Welcomed new special program coordinator, Jessica Agnew
 - Master Operational Plan – BOG approved master academic plan, MOP is the more detailed plan to implement MAP
 - Will be reporting on the progress in the August BOG meeting
 - Strategic Hiring Process
 - Working with deans and chairs asking for specific data to justify hires
 - We are now hiring- good news!
 - 14 searches in progress (12 faculty, 2 academic staff)
 - No one should assume that just because someone is leaving, that same position will be filled
 - Academic Program Review
 - Cyclical review of programs yearly
 - Committee underwent training
 - Programs under review: Nursing and Health Professions and Business**
check this
 - Joint chairs meetings – 4 per year
 - Purpose to enhance communication between chairs, deans, faculty, etc.
 - Presentation from Fred Nesslage on Banner and Ellucian
 - Presentation from Kathy Gammon on the budgeting process
 - Open forum
 - Last one for this academic year will be in April

Staff Association Minutes

February 9, 2021, 3:00pm

PDR

- New Initiatives
 - Micro credential in Education approved last year
 - We have proposals under review
 - Psychology
 - Chemistry
 - Responding to workforce needs
 - Programs for new populations of students to reach the widest range of students
- Dr. Greg Lindsteadt, Faculty Senate President (Michael Charlton, FS Secretary standing in)
 - Discussion on institutional committees
 - Faculty Senate's Salary and Fringe committee will be reaching out to Staff Association's Salary and Fringe committee
 - Gold Friday discussions
 - Discussions about onboarding and the CTLs involvement

Motion to approve January meeting minutes by Evan Banks, motion seconded by Derek Evans. Motion passes.

Committee Reports

- Salary & Fringe
 - Discussion - adjust meetings and add a bullet point
 - Current: An invitation to attend committee meetings must be sent to all members of the Staff Association Executive Committee. At least one member of the Executive Committee must be present at each meeting. If an Executive Committee member cannot be present, the meeting must be rescheduled. As needed.
 - Proposed: As needed
 - Add: At least one (1) Salary and Fringe Benefit Committee member shall be appointed by the Staff Association President and/or E-Board for any University request for representation on behalf of the Association in any subject matters regarding Staff Salary and/or Fringe Benefits.
 - Recommend vs. Appointment, change the language to recommend, confirmed by E-board – with any conflicts being brought to a vote from the senate, with appointment coming from the entity putting the committee together
 - The recommendation comes from the Salary and Fringe Committee, instead of the Staff Association Executive committee
 - Should there be a due process? For if an appointment has conflict. The senate has already confirmed a committee for Salary and Fringe, why would we need this measure?
 - Alternately, what if something were to occur that did cause conflict of interest

Staff Association Minutes

February 9, 2021, 3:00pm

PDR

- Constitution & Bylaws
 - Discussion - no change
- Welcoming
 - Discussion - no change
- Election
 - Discussion - no change
 - Future discussion on committee membership requirements as it relates to size.
- Professional Development
 - Discussion - remove “provide information concerning funding available, and to select recipients of staff development funding” from Bylaws
- Special Events
 - Discussion - change the name of the committee to Employee Engagement Committee, adjust the function, and adjust the approval process.
 - Current: The Special Events Committee will serve as the planning committee for special events attended by members of the Staff Association. These events may include, but are not limited to, the following:
 - Winter Retreat
 - Spring Retreat
 - Professional/Social gatherings
 - Professional Development programs
 - Staff Association Employee Recognition programs
 - Proposed: The Employee Engagement Committee is charged to build morale and a sense of community among Missouri Western staff members. The committee will utilize Staff Association resources to provide engagement opportunities and recognition to all constituencies.
 - Current: New projects/programs will be approved by the Staff Senate before being implemented.
 - Proposed: New expenses related to events or projects will be brought to the Staff Association Executive board prior to purchase or commitment.
 - Should the budgetary note be added to additional committees?
 - Change executive board to staff senate vote
 - Table conversation on budgetary approval process in the constitution
 - Remove the current “new projects and programs...” without a substitution
- Advantage
 - Discussion - change name to “Care Committee”
 - Advantage is not descriptive of what we do, and it does not communicate the purpose clearly.
 - Found in other university committees such as this

President's Report

- Welcome Angela Grant as the 2nd VP!
- There are two non-exempt 2nd term Senator vacancies.

Staff Association Minutes
February 9, 2021, 3:00pm
PDR

First Vice President's Report

- \$2,414.83 In our account
- Constituents list is update – 231 employees that are Staff Association eligible

Other Business/Open Discussion/Announcements

- Office of Admissions
 - Needs recommendations for student employees in the Office of Admissions. Help us find the right students to recruit future Griffons to boost enrollment. Missouriwestern.edu/fye/become-a-leader
 - Need employee/faculty volunteers to help with interviews – reach out to Melissa Stallbaumer mstallbaumer@missouriwestern.edu
- 231 Employees, 6 committees requiring 5 each, is that a reasonable request? We should discuss in the future.
- Is the Staff Senate total and 8/8 requirement of exempt and non-exempt representative of our campus?

Jean Foster motions to adjourn meeting, Angela Grant seconds the motion. Motion passes.

Mark your calendars: Next Staff Association meeting is March 9 at 3:00pm in PDR