

Staff Association Minutes

November 12th, 2025 - 3:00 pm

President's Dining Room



Senators Present In-Person: Jessica Searcy, Kristen Neeley, John Vanderpool, Cassandra Robbins, Amy Coats, Chelsea Norton, Kasey Schmoie, Beth Beggs and Jean Foster

Senators Present on Zoom: Trenny Wilson

Staff Present In-Person: Megan Deshon-Runge, Angie Osborn and Gabbie Falletta

Staff Present on Zoom: Brian Insell, Kendall Schank, Alyssa Striplin, Mary Jo Laupp, Samantha Fowler, Lori Bomberger, Amber Rhein, Rhett Smith, Susan Garrison, Michelle Diaz, Jill Voltmer, Dana Markt and Meredith Hartman

Committee Reports

- Welcoming & Care: Jean Foster
 - We met on October 30th in regards to the Adopt A Griffon. We wanted to create some guidelines for parameters to follow for all adoptees. We currently have 9 applications for Adopt A Griffon. We have raised over \$600.00 so far. Michelle will send out updates.
 - Welcome emails to new staff have been sent out, but we have not passed out the coasters and lunch cards yet.
- Election, Constitution & Bylaws: Jessica Searcy & Alyssa Striplin
 - No Report
- Employee Engagement: Kristen Neeley
 - Christmas Holiday Cheer cart has been approved. We will be partnering with Aramark and utilizing a golf cart that will be decorated for the holiday. The cart will go around on Tuesday, December 16th from building to building passing out two treats and a drink to all staff. There will be designated times the cart will be at each building. We will send out an email with information about the day's events. If you want to volunteer the day of the event please let us know.
 - Spring Door Decorating Contest - Pick one door, not floor or windows. Decorate your door for the Spring semester. January 12th doors need to be decorated. Submit photos of completed doors. January 14th through the 16th judging will take place and January 16th at noon a winner will be announced and they will receive their trophy, ribbon and delivered by committee members. Rules and information will be sent out to all staff December 1st. Everything will be set up using a google drive specifically for the event so everyone can have access to rules, information and photos.
 - Employee of the Month Program - We are proposing this program using approximately \$600.00 a year. We would honor two staff members a month and give them each \$25 in flex dollars so we would be putting the money back into the campus. We will be utilizing the values of MoWest in order to decide the winners. Staff would need to be nominated to be considered. If a staff member wins they could possibly be mentioned on the SA website or possibly sharing a little bio or something about them. If they did not win each nominee would still receive their nomination letter so they can see who thinks they are doing great work.

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- Future Plans: We want to host one major event each semester. One in Fall and one in Spring. An additional employee engagement activity.
- The next meeting is December 15th.

Institutional Committees Reports

- Compensation:
 - Daniel Holt - We postponed our meeting until next Monday. That will be the 3rd meeting of the AY. We have acquired the CUPA-HR survey data for compensation across the country. We will compare to Missouri public institutions and we are a part of the West Central North Division. We will use these areas to compare compensation. This has mostly been about staff so far. We will start the zipcode process for faculty research as well. We are planning to have some goals by the February meeting.
 - Beth Beggs - Anniversary payments received during employee anniversary month, are they changing? If you qualified on the old plan you still receive it. How do you know if you qualify? We don't know yet, but we are asking.
 - Beth Beggs - When will the new market survey to evaluate employee salaries begin? It is underway now. The survey and information should be presented to the board in March. Daniel stressed we cannot give everyone a pay equalization in one year so we will probably have to stagger the implementation. In order to complete that there will need to be planning involved.
- Information Technology and Infrastructure:
 - No one to report.
- Health & Safety:
 - They have not met yet.
- Physical Environment:
 - No one to report.

Invited Guests

- Daniel Holt, VP of Finance:
 - Strategic Planning work coming to an end. The board approved it and we are working with Jason Morrill on making sure we are measuring what we would like to complete.
 - We completed our FY 2025 audit. It is complete except for the compliance guides that are not complete due to the government shutdown. With the shutdown they haven't released those guidelines for higher education yet.
 - The board approved a full two weeks (3 weekends) off work for the winter break. December 20th through January 4th.
 - Employee evaluations are mostly complete. Most are in HR. We are now seeing how we want to incorporate those into the strategic plan. Staff, faculty, even athletics are evaluated under a different time frame. The only thing we have really seen is there needs to be more training to be more consistent from the supervisor and employee perspective when filling out the forms, establishing goals, etc. We will be looking to roll out some training in 2026.
 - RFP was rolled out for Ellucian Banner. We have been with them for 20+ years and are renewed

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through 2028. We asked them in August/September when they were on campus if in 2 years we would be operating under the same platform we have had or will we be forced to use their subscription service model. They confirmed we will be moving. We would prefer not to, so we started looking for an alternative. We received several (5) responses and will be setting up demonstrations starting after Fall break for those that use Banner.

- Monty Smith, Faculty Liaison
 - The Faculty Senate meets tomorrow. We really collaborated with the staff association on the campus cupboard issue very quickly.
 - The Faculty Senate meeting tomorrow will be in the PDR.
- Dan Avegalio, Dean of Students
 - SNAP update. Financial Aid has an option on applications where a student can select whether they or their parents receive SNAP benefits. We have 140 students that selected the box that they receive benefits and then the parents indicated another 140. We are currently setting at 280 students identified as receiving benefits. There could be more that didn't select that on the application. As of November they are issuing partial payments to those that receive SNAP benefits.
 - To combat the additional needs we received extra funding from Daniel. The campus cupboard has grown due to word of mouth. In August we had 24 students utilize the cupboard. In September it jumped to 68 students. In October we had 97 and as of today for the month of November we have seen 70. The usage is going up as we would want. We want to be there for the students. They get to collect 20lbs of items a month.
- Gabbie Falletta, Director of Military & Veteran Science
 - This is my 3rd week on campus and I was previously a field artillery officer, active duty. The direction we are taking our office is with Angie processing benefits is to streamline those. Working with other departments and making the process easier.
 - January 14th the VA will be on campus to hold training available to staff, faculty and students.
 - Really working to grow our military presence on campus. We have 149 military students currently on campus, but we want to grow that population.
 - New programming for military affiliates starting in the Spring.
- Megan Deshon-Runge, Director of Campus Activities & Student Engagement
 - Cram the Cupboard flyer was shared with adminfo. We shared a high needs list of items that students pick up the most. Bins will be at all locations listed at the bottom of the flyer starting next week for those not building but want to donate.
 - We could use some volunteers at the football game on Saturday to help collect items that game attendees donate. We have 1 hour increments that will only last through halftime.
 - Construction building the structures with donated food started today, but teams can still sign up until Friday. Right now we have 6 teams. All structures must be built by 4pm on Friday and will be on display behind the glass in the dining hall. Aramark allowed us to keep it there to keep them safe. One of the ways to vote is People's choice where you will put money in a bucket with the display you like the most. We received a donor that is willing to match those bucket funds up to \$1,000.00. Voting will take place all of next week. Prizes for winners are still being decided

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but a pizza party provided by Aramark is the plan.

- For the International Fair this year we are looking to form a committee. It will take place in the Spring. There is a website/QR code at the bottom of the shared flyer for people to sign up to help with the event. They can help plan, decorate, work the event, etc. So many ways that anyone can help. It is set to take place on Wednesday, April 8th in the Fulkerson Center.
 - Dan Avegalio - Global Engagement used to host this event and was with admissions. They no longer have that position so student affairs is taking over the planning of the event. With the shutdown and changes we currently have low international student numbers. We only have like 6 or 7 and they are all athletes.
 - Megan Deshon-Runge - We would want to have faculty, staff and student participation.
- A mobile campus cupboard will be available during the Fall break for students staying over the break. John will be working with his RA's to keep the commons open at several points throughout the break.
- We will also be hosting a shuttle to and from the airport as well as Union Station in Kansas City for students during the Fall break.
 - Have we sent in a publicity request? Not at this time, we have just shared it with students in the residence halls.

Previous Meeting Minutes Approval

- Kristen Neeley motioned. Jean Foster seconds. All I's. Minutes approved.

President's Report - Chelsea Norton

- If our three committees could draft a couple of sentences of what you do and your next meeting time and location, we would like to send an email to all of the staff giving all new and existing staff information about each committee and encouraging them to come to your next meeting. In the meeting you can ask if the visitors would like to join your committee. Then let the Eboard know to add them to the website. Can we have that completed before the end of the month?
- We did ask about cleaning solutions being used around campus. Some people were having issues with the chemicals being used in their spaces and having reactions. Daniel looked into it and verified that the chemicals are different. Each cleaner could decide which of the chemicals they clean with.
- Reporting guidelines document. The Faculty Senate uses guidelines so I asked to share it and use it in the Staff Association. Ours is less because of what we require, but we thought this would make keeping a record of each committee's meetings more uniform and keep them streamlined.

Vice President's Report - Beth Beggs

- On July 1st we had \$3,204.00, today we have \$3,204.00.
- Homecoming shirts were originally supposed to be charged to us, but I haven't seen a charge so I will be looking into that.
- Funding processes when receiving funding from Foundations. The foundation is redirecting funds to us every year, but we have to follow a process. We need to create a proposal now for how we want to spend \$7,000.00 for this year. We need to create a report for how we spent \$7,000.00 last year before

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January. By March we need to submit a proposal for how much money we want and how we are going to spend it next year. In order to receive approval we need to include as many staff as possible, connect events to strategic plan mission, alumni and foundation whenever possible. One of their favorite things was us connecting at the Homecoming Parade. Gifts are great, but we need to do more than only hold parties. Other suggestions include professional development, projects that link staff association to the foundation, projects that link SA to the priorities of the plan, mission and other events happening on campus. Take photos, attendance, tally attendees. The report must be less than 2 pages long. He suggested the staff association have a strategic plan.

- Should we create a committee to handle all of this in particular?
- Maybe Eboard asks all committees every year to submit what they want to do next year and then they would submit the idea with total cost and senators would vote based on priority and monetary availability.
- Should we make a proposal to create a process?
 - Members are hesitant to create a process when the money isn't guaranteed.
 - We should follow back up with Marc and have him put in writing the steps to inquire about money year to year. If we receive money he should include the steps to report the expense to help with future approvals.
 - Tabling for further discussion with Eboard and the Foundation office.

Unfinished Business

- None

New Business

- None

Open Discussion/Announcements

- None

Mark your calendars:

- Next Staff Association meeting: January 14th, 2026 at 3pm in the PDR for Senators. All staff on Zoom.

Motion to End: Kasey Schmoe motions, Jean Foster seconds.