

Staff Advisory Council Minutes

Date: 2/14/08

Location: S204 Memorial Union

1:15 pm

Attendance Record:		
Angel Anderson -o	Rebecca Bergfield, Chair -x	Dianne Delbert -x
	Marijo Dixon, Recorder -x	Marianne Friedman -x
Chad Heckman -x	Bill McIntosh -o	Alan Marshall, Vice Chair -x
Stanley Hughes -x	Amy Lana -x	Lawanda Rogers -o
Gina Scavone -x	Stephanie Sinn -o	Linda Turner -x
Rusty Westfall -x	Suzanne Lippard -x	
Special Guest:	Loretta Ross – MURA -x Marlene Duffield – MURA -x	

Call to Order: Chair Bergfield called the meeting to order.

Announcements:

Rebecca announced that Patsy Higgins is scheduled to speak with the Council on 2/28 and Tim Rooney and Jackie Jones on 4/10.

On February 26, there will be a campus-wide welcome for new President Forsee. Rebecca has been asked to give a brief speech/welcome. All from the SAC are encouraged to attend.

Chris Delbert contacted Rebecca and has terminated his term on the Council.

Rebecca received an inquiry from the Alumni Association to present a check to Chancellor Deaton during the annual Staff Recognition Awards Ceremony. This check would represent the donations from MU staff during the past year towards the "For All We Call Mizzou" campaign. The Council decided that the ceremony is already quite lengthy and so would prefer not to add this presentation. Rebecca will follow up with the Alumni Association to determine whether another Council event might be used to present this check to the Chancellor.

Minutes Approval: 1/10/08 minutes. Under "Other Business" add that UMSL allows the use of personal days for Christmas closings. Linda motioned to approve with change; Dianne seconded. Motion carried. 1/24/08 minutes: Correct the spelling of Mr. Millier's name. Also, under "Other Business" add that Loretta Ross requested that anyone who knows of a staff member interested in joining MURA to please let her know. Marijo motioned to approve with changes; Linda seconded. Motion carried.

Recorder's Report: Marijo reported the Executive Committee met w/ the Chancellor on 1/29. Agenda items discussed were:

- 1) Mandatory/random drug testing on campus. The Chancellor wasn't aware of this and his staff will check with Gary Ward and Karen Touzeau.
- 2) SRW dates and events discussed
- 3) The SAC Benefits Survey, the results of which are being tabulated at present
- 4) The appointment of an ex-officio member to the Staff Development Awards Committee. Jackie Jones will follow-up on this.
- 5) Campus snow policy. Currently each of the four UM campuses has some degree of autonomy and flexibility in the creation and administration of their snow/inclement weather policies.
- 6) Campus smoking policy – a group is being put together by MU Campus administration to review campus smoking policy and will be comprised of faculty, staff and students.

Committee Reports

SAC Committees

Service Champions/Staff Benefits Committee – The method of notification for the award recipients was discussed. It was decided that Gina will contact the award recipients supervisor prior to the award letter, plaque

and other gifts being sent to the recipient. The supervisor will indicate how the award is to be presented whether at a departmental event or by members of the Staff Advisory Council.

Marijo reported that the Benefits Survey is closed. Gina has entered manually all the hard copies of surveys received now. Preliminary data show the following areas of top concern:

- 1) Raises
- 2) "85 and Out"
- 3) Job security

There will be a drawing for one \$50 University Bookstore gift card and 10-\$10 Campus Dining gift cards for survey participants who indicated a preference for participating in the drawing. Gina has also purchased a \$50 University Bookstore gift card which will be used as an incentive for participation in a post-Staff Recognition Week survey.

John Haynes contacted Rebecca about a delay in mail distribution of the survey to some of the Campus Facilities staff. The next time Council sends out a mass mailing, contact John prior to help ensure timely mail distribution.

Education Award/Annual Fundraiser Committee – The Education Awards Committee task force is being formed with Lisa Wimmenauer to chair.

Election Committee – The Election Committee met and discussed the nomination by Marianne Friedman of Richard Blair to fill the empty C/M seat left by Christ Delbert. Marianne motioned to accept Mr. Blair onto the Council; Amy seconded. Motion carried. Gina will send him a formal letter of invitation along with a Council meeting binder.

Staff Development Awards Ex-Officio – No news to report.

Staff Interest Committee – No news to report.

Publicity Committee – Dianne announced the first SAC Salutes recipient – SOS Temporary Services. An ad was placed in Mizzou Weekly announcing this and the SAC website has a story about them as well. Dianne asked for items for the February advertisement. Suggestions were: The February SAC Salutes recipient – The Key Shop.

Also discussed was the spring newsletter. It will focus primarily on Staff Recognition Week dates and events. In addition, the benefits survey results, a feature on the MU Ombuds program, and a financial planning article. The date for the final draft will be 3/27/08.

Intercampus Staff Council – To meet again in March.

SRW Committees

Awards Committee – Suzanne reported the readings portion of the selection process has been completed and she is in the process of notifying the finalists and setting up interviews. Gina will arrange for catering for the interview days.

Ceremony Committee – Linda and Gina met with Bonnie Gregg and Mandy Leyen-Witzig this morning to discuss the work plan for this year's Awards Ceremony. The process is ahead of schedule at present. Linda and Gina will review the award letter which is sent from the Chancellor to update for 2008 and make any necessary changes. Suzanne Schoonover has generously volunteered again this year to prepare the individual years of service certificates for all staff over 20 years, approximately 700 this year.

Program – No news to report.

Door Prizes Committee/Education Award Fundraiser – Alan reported his committee will meet again next week. He is finishing compiling a long list of donors from previous years. A formal donation request letter will be sent to prospective donors of larger items. He also has a script for Council members to use if they wish when either calling for a donation or making an in-person request.

Chancellor's Committees

Capital Review Committee – No news to report.

Space Planning Committee – No news to report.

SPRAC – No news to report.

Other Business: Loretta Ross reminded everyone that if you are at least 55 and still working, you can still join MURA.

Adjournment:

Suzanne motioned to adjourn the meeting at 2:45 pm. Marijo seconded. Motion carried.