

## Staff Advisory Council Minutes

Date: 3/27/08

Location: S204 Memorial Union

1:15 pm

### Attendance Record:

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

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

### **Announcements:**

Rebecca wants to make certain Extension staff who are not housed on the MU Campus receive information concerning Staff Recognition Week and the Benefits Survey. Also, if an Extension staff member should win one of the Benefits Survey incentive gift cards through the drawing, Rebecca and possibly another SAC member would be willing to purchase their \$10 Campus Dining gift card and/or University Bookstore gift card and forward to the off-campus winner, a gift card of the same value redeemable in their area.

Also, Ellen Herndon, is the Extension contact regarding mailings concerning the above.

Nominations are welcomed for the Council's "Staff Council Salutes" program. Please forward these to Rebecca.

**Minutes Approval:** 3/14 minutes will be approved at the first April meeting because there was no quorum present today.

**Recorder's Report:** The next Executive Committee meeting with the Chancellor will be 3/31/08 at 10:30 am.

### **Committee Reports**

#### **SAC Committees**

**Service Champions/Staff Benefits Committee** – Marjio and Rebecca are finishing compiling the Benefits Survey responses.

Marianne received a question from a long-term Residential Life employee as to why retirees pay the same premium as when he/she was a full-time staff member but have less coverage.

She was advised to check with the staff member to determine whether he has spoken with a retirement specialist in Human Resources.

**Education Award** – No news to report.

**Election Committee** – No news to report.

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

**Staff Interest Committee** – Marianne reported there are approximately 8 staff vacancies on the campus-wide standing committees. Also, she suggested extending the April 4<sup>th</sup> application deadline.

**Publicity Committee** – Regarding the newsletter, there were additional suggestions from Council. Some included: list of what Council does and is involved with; a section with dates/deadlines for the Staff Development Awards and Education Awards. The newsletter discussion will be continued at the next meeting. Dianne suggested increasing the Mizzou Weekly advertising budget. She will put together detailed budget and forward to the Council via email. Dianne had several ideas for publicity/gifts during the SRW events. She thought giving away items such as candy bars and/or pencils, personalized with the SRW theme, “Because of You, We are Mizzou” would be a good idea. Suzanne and Dianne will check into the costs of the pencils. Dianne suggested ordering a couple of large banners with the SRW theme.

**Intercampus Staff Council** – Permission was granted to hold the meetings every two months rather than every three months.

### **SRW Committees**

**Awards Committee** – The question was raised as to whether the finalist’s/recipient’s award notification letter is copied to their supervisor. Linda and Suzanne will look into this. Rebecca will mention this at the next Chancellor’s Executive Committee meeting.

**Ceremony Committee** – Linda mentioned that the company that had printed the anniversary year ribbons is no longer in business. Council will check with Printing Services to see if they can supply the ribbons this year.

#### **Program –**

Ice Cream Social/Talent Show, Monday, May 19th– Angel gave an update on the progress of this event.

Fashion Show, Tuesday, May 20th – April 23<sup>rd</sup> is the next models’ meeting. Marianne asked on behalf of Mary Petty that we hold back 50 Show Me State t-shirts for the models.

Awards Ceremony, Wednesday, May 21<sup>st</sup> – news as mentioned above.

Chancellor’s Wellness Walk, Thursday, May 22<sup>nd</sup> – no additional news.

Education Award Fundraiser ends Friday, May 23<sup>rd</sup>– no news to report

Weeklong HR Seminars – no news to report.

Also, the question was raised about continuing to solicit donations/loaned plants from Allen’s Flowers this year. Rebecca will discuss this with Gina.

**Door Prizes Committee/Education Award Fundraiser** – Linda said that the donation letters would go out when the printed envelopes arrived, hopefully within the next week. She will have work/study students in her department help prepare the letters.

### **Chancellor’s Committees**

**Capital Review Committee** – No news to report.

**Space Planning Committee** – No news to report.

**SPRAC** – Suzanne reported there was a discussion on environmental scans at the most recent meeting.

**Other Business:** Rebecca wanted to add the “Outstanding Service to Council” award to the next meeting’s agenda.

**Adjournment:** Dianne motioned to adjourn the meeting at 2:30 pm. Linda seconded the motion.