

Staff Advisory Council Minutes

Date: 4/24/08

Location: S233 Brady Commons

1:15 pm

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

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

Announcements:

Gina will email invitations to past Council members to the 2nd annual Council BBQ to be held June 11.

Rebecca announced that President Forsee and Chancellor Deaton will be guests at the July 10th meeting. Gary Ward and Gregg Watts will be speaking with the Council on July 24.

Rebecca reported the next Council Executive Committee meeting with the Chancellor and Jackie Jones will be May 15 at 1:30 p.m.

Rebecca reported that Stephanie Sinn has resigned from Council. Secretarial/Clerical runners up from past elections will be asked to complete the remainder of Stephanie's seat, through August 31, 2009.

Rebecca also mentioned that several Council members' absences had nearly reached the maximum to remain in good standing on the Council. She will talk with them about their plans to remain on Council.

Minutes Approval: 3/13 minutes: Under the Benefits Committee report, "Marijo and Rebecca are compiling" should be changed to "Marijo is compiling". Dianne motioned to approve change; Amy seconded. Motion carried.

3/27 minutes: The Council wanted to double check the spelling of Ellen Herndon's name. Alan motioned to approve; Lawanda seconded. Motion carried.

4/10 minutes: To be added under the Staff Recognition Week Awards Committee: "The 'Outstanding Service to the SAC' award will be presented to Suzanne Schoonover" should be changed to "The 'Outstanding Service to SAC' award will be presented to Mary Petty". The sentence, "Suzanne Schoonover will be presented with a special gift and award for her many years of service to the Council in preparing the personalized years of service certificates". One final addition was the following sentence to be added in the Door Prizes Committee report: "Alan also passed out lists of business contacts for each Council member". Marijo motioned to approve; Linda seconded. Motion carried.

Recorder's Report: No news to report

Committee Reports

SAC Committees

Service Champions/Staff Benefits Committee – Marijo reported there were three Service Champions nominations this month. The recipient has not yet been selected. Marijo also reported that the Benefits Survey report has been completed; she will send the report to Gina. Gina will have 75 copies, spiral bound, made at Kinko's.

Suzanne received an inquiry from a staff member to create a comp time bank versus overtime. Rebecca suggested Suzanne reply to the staff member that this would be very difficult to administer.

The question was brought forward about the news presented by Jackie Jones at the last meeting about now being able to utilize personal time in smaller increments than the half day minimum historically. It was noted that the MU Policy Manual

has not yet been updated with this. It was felt that this may not take effect until the new fiscal year, July 1, 2008. Rebecca will present this question at the next Executive Committee meeting with the Chancellor.

Education Award – No news to report

Election Committee – Gina will update the nomination form and send out a mass email next week. The deadline for applying for service on the Council will be June 3. Suzanne reported she needs staff-at-large volunteers from each of the four occupational groups for service on the Elections committee.

Rebecca suggested the Council consider making one vacant Council seat in the Crafts/Maintenance category shared by two members, as this occupational group tends to have the most difficulty leaving job responsibilities to attend Council meetings. Rebecca asked Gina to check the past elections to double check the terms for the upcoming vacancies.

Staff Development Awards Ex-Officio – Gina reported 52 applications were received this round.

Staff Interest Committee – In Stephanie's absence, Amy Lana volunteered to fill her spot on the Staff Interest Committee.

Publicity Committee – Dianne distributed copies of the final newsletter proof. It will be distributed to staff the first week of May. The Council decided to order promotional key chain/flashlights to be given away during SRW activities. Dianne reported there will be a special Staff Recognition Week ad in Mizzou Weekly on May 8.

Intercampus Staff Council – No news to report

SRW Committees Rebecca noted that an additional Council meeting may be added in May if needed for SRW planning.

Awards Committee – The anniversary year letters from the Chancellor have been printed – about 800 of them. Gina will deliver envelopes and ribbons to Linda's office for the student helpers to stuff and mail.

Ceremony Committee – No news to report

Program –

Ice Cream Social/Talent Show, Monday, May 19th– Gina will work with Bill on getting supplies for the popcorn maker. Gina will send an email to Jesse staff to try to find Variety Show participants. Gail Lawrence has agreed to sing this year. Stan Freeman's band will be asked to perform.

Fashion Show, Tuesday, May 20th – Marianne reported that Mary Petty has requested about 50 Show Me State Games T shirts for the models. She needs small sizes through XXL. Linda should be receiving several hundred of these T shirts the first week of May.

Awards Ceremony, Wednesday, May 21st – Gina will reserve the Jesse display case for the silent auction display.

Chancellor's Wellness Walk, Thursday, May 22nd –

Education Award Fundraiser ends Friday, May 23rd–

Weeklong HR Seminars –

Door Prizes Committee/Education Award Fundraiser – Alan reported that donations for the silent auction and door prizes have been coming in. He read a list of items he has received so far and asked everyone to please take care of contacting the businesses on their lists. Donations should be brought to Alan's office in Tucker Hall as soon as possible.

Chancellor's Committees

Capital Review Committee – No news to report

Space Planning Committee – No news to report

SPRAC – No news to report

Other Business:

Adjournment: Dianne motioned to adjourn the meeting at 2:30 p.m. Lawanda seconded. Motion carried.