

Staff Council Meeting Minutes

Date/Time: October 16, 2019 1:30PM Location: AD 307
Meeting called by: Staff Council Exec. Type of meeting: Staff Council Monthly Meeting
Facilitator: Staff Council Exec. Note taker: Natasha Young
Attendees: Paul Bennett, Troy Brady, Jack Bucy, Jenny Bucy, Katrina Burden, Melissa Chesnut, Melissa Cook, Lori Hopkins, Holly Kunkel, Erika Lees, Marla McCrary, Connie Murphy, Kiersten Orton, Hilary Pritchett, Evan Rand, Lindsay Stapley, Ashley Strickland, Mary Welch, Natasha Young

Agenda Items

Organizational Structure Support & Strategic Operations Reports

Extended Leadership Team – Lindsay

- No report

Faculty Senate – Evan

- No report

Student Senate – no report

Board of Regents – Lindsay

- Next meeting is on October 23 from 8:30 am to 11:30 am

Benefits & Wellness Committee – Brooke

- No report

Old Business Items

Engagement Survey

- Facilitators need to send an email to Connie Murphy and Staff Council with notes from feedback sessions by October 25.

New Business Items

Service project

- Supporting Ben Stockings for Hope again this year. Marla McCrary will contact Marsha Martin for information.
- More information coming.

Winter coat project

- Promote donating coats to the Career Closet.
- Lindsay Stapley will contact Career Services and will share more information.

Zoom

- Meetings will be available through Zoom starting in November.
- Lindsay Stapley will contact IT about borrowing a camera.

Committee Reports

Employee Recognition Committee

- Turret Service Award - <https://www.nwmissouri.edu/alumni/events/awards/nominations.htm>
 - In the process of making available for nominations
 - Timeline: Internal nomination due by January; Review nominations in February; Submit nomination in March

Outreach Committee

- Updated committee description

Policy Committee

- Charter committee description update
 - Policy committee description finalized
 - Email other descriptions to Melissa Cook
- Tuition policy change
 - Krista Barcus is proposing to revise policy for tuition waiver to go in effect for employees and dependents on date of hire rather than one year after employment.
 - Send any comments for policy change to Krista
- Still working on Essential Personnel Policy

Employee Engagement Committee

- Working on surveys
- Discussing employee appreciation week ideas

Employee Suggestions/Comments/Concerns

Announcements / Area Reports

- Update from AASCU Success Forums. Contact Allison Hoffman with questions.
- Facility Services – Vice President of Facility Service is Dan Haslag; University is transitioning to head starting Monday
- Wellness Services – Walk-in clinic for employee and student flu shots is next three Fridays (October 18-November 1) from 11-1. Bring insurance card.
- Student Affairs – Assistant Vice President of Student Affairs for Title IX and Equity is Will Sabio and will start on October 24.
- International Involvement Center – Erika Lees is the new Assistant Director; Work authorizations for students graduating; International Involvement Specialist position posted
- Study Abroad – Graduate assistant position is posted; CIEE high school students are touring the university on November 1.
- UPD – Coats for Kids drive ends on November 8; Helping host an event before the football game on November 2 where there will be games on the lawn. Handing out gray shirts for “gray out” at the game; Santa Cop 5k is October 19 at 9am. Starts at the Performing Arts Center and ends at the Bell Tower.
- NLT – Professional development day on resiliency; Professional development is available on decisions briefs; Discussed the Wellness Center’s fees for sustainability; Preliminary reviewed budgets; Discussed the goals of increasing enrollment to 7,500 students for upcoming year
- Athletics – Preparing for homecoming weekend; Basketball season underway; Good turnout at Arrowhead
- Residential & Auxiliary Services– New Assessments Coordinator hired; Assistant Director position is in interview phase
- Custodial Services – Trying to stay current on equipment; Two positions are available; Getting prepared for homecoming; Still working on bidding for chemical dispenser
- Institutional Research and Effectiveness – Anna Summa is back

- Accounting – Tasha Quimby accepted Accounting Manager; Accounts Payable Coordinator position is posted
- Bursar/Cashiering – Lindsey accepted Associate Bursar; pre-registration holds occurred today
- Career Services – Serving Those Who Serve and Career Services are hosting a Veteran’s Day celebration on November 11 from 6am-1pm in Fieldhouse. Volunteers to help staff the event are appreciated. Contact Career Services with questions.

Collaborative Session for Committees

Next Meeting

November 20, 2019 – 1:30pm- 3:00pm – Admin. Bldg. 310