Staff Council Monthly Meeting
November 2021

Members Attendance (9 present, 0 absent)

Executive Council
- Tom Donnell
  President
- Vacant
  Past-President
- Megan Fowler
  Vice-President
- Janessa Buchely
  Secretary
- Jackie Sansone
  Treasurer

Council Members
- Kim Courtney
- Jeff Jennings
- Courtney Karmann
- Jade Sinnott
- Amy Wallen

Guest Presenters
- Alysha O’Neil
- Laura Woods-Buchanan

General Attendees
- Andrea Harris
- Ashley Newton
- Katrina Maune
- Lauren Perala
- Barbi Spencer
- Monica Kasza
- Cindy Heck
- Jody Seely
- Erica Reven
- Angelica Nuno
- Jonathan Garrett

1. Call to Order/Role Call: meeting started at 9:01 a.m.
2. Approval of Minutes – change diversity officer to human resources director
3. Guest Presenters
   a. Alysha O’Neil - Update on Staff Satisfaction Focus Groups –
      i. staff are looking for more transparency, communication, respect, humility, and less expectations of a 24/7 work culture. Alysha has communicated to leadership team about not sending things during off hours, etc. Alysha wants to have one more wrap up meeting with the focus group and then it will transition to staff council taking care of things.
      ii. Cindy Nelson is new HR director – and is meeting with Alysha weekly.
          Cindy is already thinking about assessing both satisfaction regarding HR
services as well as campus climate (similar to the 2017 survey) to establish a baseline to measure success going forward via a survey early next calendar year.

iii. Friday staff email from chancellor. Maybe going out around Thanksgiving.

iv. From Chancellor: Recognition awards for staff and possible $. Staff Council would manage the award process. Discussion on awards from Chancellor...details need to be worked out. Sounds like Chancellor wants to make it annual and first round to come out soon. – Alysha will work with him on details. Staff council advocacy committee will lead these efforts with support from Alysha as needed.

v. Overshot our enrollment predictions for fall 2021...so we are short on money. In result, we need to be innovative in addressing our challenges and brainstorming how to move forward.

vi. Discussed privacy concerns and private meetings to be able to discuss delicate matters.

b. Laura Woods-Buchanan – Staff Wellness Connection Newsletter

   i. Student newsletters – in place

   ii. Faculty newsletters – in place

   iii. Want to get started on staff newsletters

      1. Wellness on campus

      2. Wellness off campus

      3. Staff interest

   iv. Broadening your life in different types of wellness.

   v. First release in January with one every month.

   vi. Tiers of involvement from all staff on campus:

      1. IDEAS: staff spotlight, content that would be cool to cover, work/life balance, recipes, etc.
2. COLUMN: staff can write and manage a stable column in the newsletter.

3. GIVEN AN IDEA BY WELLNESS AND STAFF WRITE IT.

4. ACT AS EDITORS.

   vii. Communications chair (Janessa) proposed that call for submissions come from their office to e-connection and we can help with marketing the call for writers, act as backup writers, and review before submissions.

4. Reports
   a. President Report
      i. Chief Human Resources Officer search committee:
         1. Cindy Nelson, start January 3rd.- exciting!
      ii. ISAC (Intercampus Staff Advisory Council) updates
         1. Concerns about data storage
         2. HR Update on Layoff Transitions policy
            a. Policy reduction:
               i. 20 weeks to 15 weeks for COBRA
               ii. $50K to $20K
         3. Review of employee leave to identify cost savings
         4. Ran a survey with follow-up focus groups with HR to determine how to increase staff morale. – meetings derailed quickly with upset/passionate staff.
      iii. Equity & Title IX director search committee – search is concluded.
   b. Past-President Report (N/A)
   c. Treasurer Report
      i. $14,469 for lunch for staff day and for staff awards and plaques. We have enough money for spring staff day. Look up last FY to see if the money came out for the day off for staff.
ii. $254 in the scholarship fund. However, the $20 donated per staff covid card uploaded still needs to be deposited.

iii. Main account that we spend money on everything. $452 deposit from t-shirt sales. The total is $6,105.37. We spent $354 on fall staff appreciation day. Large raffle prizes on staff day come from this account.

iv. Earth day account $285. Hasn’t been touched in years. This was a one-time donation and once the monies are used, the account will be closed.

d. Committee Reports

i. Communications Standing Committee (Janessa)

1. Committee is: Tom Donnell, Kim Courtney, and Janessa Buchely.
2. For website info: send to Tom and Janessa
3. For e-connection and FB info: send to Kim and Janessa
4. Welcome communications to be reviewed next week.
5. Recruiting communications to be reviewed next week.
6. We are welcoming other staff council members and campus staff to get involved with the communications and involvement committees.
7. Need to gain control of staff spotlight from Marcomm and produce one monthly. This will also be reflected in the new staff newsletter.
8. Need to re-market who can nominate a staff member for the staff spotlight.

ii. Advocacy Standing Committee (Jade)

1. Staff Success Center: survey went out in 2020, only 40 responses from 800 staff members. Is it accurate enough?
2. MU is doing training right now and will share results from S&T attendees and what they attended.
3. Advocacy would like to team up with Provost office and HR in improving staff development and morale.

4. Discussion of getting access to list-servs – most likely Marcomm will have it (Cheryl McKay).

5. Future trainings to come…

6. Open Labs were presented as an option for all staff to dedicate time in fulfilling their e-performance evaluation.

7. 3 applications for staff scholarship

8. Community carts – get in contact with Kay Tilman?

iii. Involvement Standing Committee (Amy) –

1. Thanks everyone for the help on staff day. We received a lot of donations, but we need to have a fundraiser.

2. 4th of Dec. photoshoot fundraiser – needs approval from the Chancellor.

3. Staff awards

4. G.R.A.C.E. drive – involvement committee will count items.

5. Janessa will send out Qualtrics survey by FB and e-connection for the GRACE food drive.

6. Spring theme for staff day – open for suggestions now. Jackie will make a Qualtrics survey to send out to staff council.

7. Need to send out thank you cards.

iv. Other Committee Updates

5. New Business

a. Staff Council Membership (Bylaws: Section 5 article D) – 3 unexcused missed meetings/events will cause removal from staff council.

b. Staff Council Member Recruitment

c. Vote on new member for council: Angelica Nuno, Rhonda Sherman, Ashley Newton > all approved to be voted in to staff council.

d. Review Bylaws
i. Decrease the time necessary to be able to serve on Staff Council from 1 year to 6 months. – passed.

ii. Increase membership time to serve from 2 years to 3 years with a year time off after fulfilling 3 years. – needs to be revised.

iii. 2021 Bylaws will be updated and uploaded to our website here: https://staffcouncil.mst.edu/about/

e. Staff concerns:

   i. The raise for staff, while appreciated, will be offset by the increase cost of insurance. Need to capture more of this information.

   ii. The possible implementation of the federally mandated mask and vaccine implementation by UM System on December 8th.

       1. E-connect has updated to January.?
          https://econnection.mst.edu/2021/11/latest-information-on-federal-vaccine-mandates/

       2. Will continue to monitor.

6. Continued Business

   a. Grace Food Drive

   b. Staff Advancement Activities

7. Upcoming Meetings/Adjourn

   a. Chancellor’s Leadership Team meeting, Week of the November 15th

   b. ISAC, December 8th

   c. Monthly HR Meeting, TBD https://hr.mst.edu/updates/agendas/

   d. Next BoC Meeting , November 18 at UMSL, https://www.umsystem.edu/curators/meetings/#dates

   e. Faculty Senate Meeting, November 11th,

       https://faculty senate.mst.edu/fsmeetings-datesanddetails/

8. Meeting adjourned without motion at 11:01 a.m.
9. [8:59 AM] Wallen, Amy
Kim Courtney will be logging on in a minute she is getting parking calls

10. [9:02 AM] Wallen, Amy

11.

12. [9:02 AM] Wallen, Amy

13.

14.

15.

16. [9:10 AM] Buchely, Janessa
Tom, please send me any excused absences

17. [9:10 AM] Buchely, Janessa
...you may have received

18. [9:10 AM] Donnell, Thomas

19. [9:10 AM] Buchely, Janessa
I haven't received any.

20. [9:10 AM] Donnell, Thomas

21.

22. [9:10 AM] Donnell, Thomas

23. Buchely, Janessa
...you may have received

24. [9:18 AM] Spencer, Barbi
I have some emails on the discussion surrounding that from the Chancellor's office if you guys want to view those

25. [9:18 AM] Spencer, Barbi

That would be great.

27.

28. [9:19 AM] Buchely, Janessa
Yes, Barbi...is that something you can post to Teams??

29. [9:19 AM] Buchely, Janessa

30. [9:19 AM] Buchely, Janessa

31.

32.

33.

34.

35. [9:20 AM] Wallen, Amy
This was something we were going to discuss today during Campus Involvement


40. [9:20 AM] Wallen, Amy

41. [9:20 AM] Wallen, Amy

42. [9:20 AM] Wallen, Amy

43. [9:20 AM] Wallen, Amy

44. [9:20 AM] Wallen, Amy

45. [9:20 AM] Wallen, Amy

46. [9:20 AM] Wallen, Amy

47. [9:22 AM] Buchely, Janessa
Amy are you calling in by phone? press *6

48. [9:22 AM] Buchely, Janessa

Not working just cant get my headphones to let me unmute
53. [9:35 AM] Spencer, Barbi
54. I have added a file in Teams called "Staff Excellence Awards Historical Info"
55. heart 2 like 1
56.
57. [9:35 AM] Sansone, Jacquelyn
58. barbi you are the best
59.
60. [10:11 AM] Spencer, Barbi
61. I heard my name but I'm on the phone, sorry 😞 I'm the only one in office today.
62.
63. [10:11 AM] Sansone, Jacquelyn
64. No worries!
65.
66. [10:18 AM] Jennings, Jeff
67. Here is the link to the survey: https://econnection.mst.edu/staff-spotlight-questionnaire/
68. Staff Spotlight Questionnaire
69. Staff Spotlight Questionnaire
70.
71. [10:29 AM] Buchely, Janessa
72. Cheryl McKay
73.
74. [10:43 AM] Buchely, Janessa
75. Just so you know the Rolla Christmas Parade is the 4th