

Staff Council Monthly Meeting  
February 2022

Members Attendance: ( \_\_13\_\_ present, \_\_0\_\_ absent)

Executive Council	Council Members	Guest Presenters
<b>Interim President</b>	<input type="checkbox"/> Kimberly Courtney ☺	John Cook, TRAC Update
Megan Fowler ☺	<input type="checkbox"/> Jeff Jennings ☺	
<b>Acting Past President</b>	<input type="checkbox"/> Courtney Karmann ☺	
Barbi Spencer ☺	<input type="checkbox"/> Ashley Newton ☺	<b>General Attendees</b>
<b>Vice President</b>	<input type="checkbox"/> Rhonda Sherman ☺	Amber Long
Jackie Sansone ☺	<input type="checkbox"/> Jade Sinnott ☺	Jody Seely
<b>Secretary</b>	<input type="checkbox"/> Teresa Stratman ☺	Cindi Nelson
Janessa Buchely ☺	<input type="checkbox"/> Amy Wallen ☺	Erica Reven
<b>Treasurer</b>		
Angelica Nuno ☺		

1. Call to Order / Roll Call
2. Approval of Minutes - **Approved**
3. Guest Presenters
  - A. John Cook, TRAC Update (**Staff rep for benefits**)
    - i. **Total Rewards Advisory Committee**
    - ii. **Quarterly meetings occur**
    - iii. **Looking at current terms for Leave of Absence**
    - iv. **RFP – request for proposal for dental and vision (getting bids in)**
    - v. **Any staff can submit concerns to John Cook or our Executive Staff Council.**
4. Reports
  - A. President Report
    1. Officer and Membership Changes
      1. **Megan Fowler is now Interim President**
      2. **Barbi Spencer is the official acting past president**
      3. **Jackie Sansone is now vice president**
      4. **Angelica Nuno is now treasurer**
      5. **Kim Courtney and Teresa Stratman have been welcomed back to staff council.**
    2. ISAC (Intercampus Staff Advisory Council) Updates
      1. **IT updates: (not super comprehensive)**
        - a. **Some changes in policy**
        - b. **Email sweeping > email in inbox or sent will be deleted when reached 5 years old for storage maintenance.**
        - c. **Shared drives: Google is not going away but is used more for academic purposes, but One Drive should be the primary system that is used as opposed to Google Drive. This will probably be a very slow implementation.**
        - d. **Personal accountability when it comes to security violations.**

- e. **Examples are: Repeatedly clicking phishing scams or sharing passwords.**
- f. **Email accounts:**
  - i. **Employees will not have access to their S&T email account after separating from the university.**
  - ii. **For most instances, retirees will not have access either.**
  - iii. **Beware of forwarding your whole business email account to a personal email account. This is a breach in security.**

## **2. Milestone Awards**

- a. **System sends milestones to HR and then the supervisor is notified to pick up the milestone packet that has some suggestions of what to do.**
- b. **HR is open to suggestions**
- c. **Jeff Jennings suggested putting the milestone list in the e-connection.**

## **B. Past-President Report**

### **C. Treasurer Report**

- i. **Three staff scholarships were awarded, one from the older scholarship fund and two from the chancellor staff scholarship fund.**
- ii. **Discussions on how funds are inserted, how we should manage the scholarship funds, and if we should use those funds in other ways or keep them for scholarships. Also discussed if our funding from the chancellor might have an expiration date on when to use it.**
- iii. **Suggestion: Market the scholarship funding available to try and increase the number of applicants, and also highlight it counts for professional development as it is a scholarship for classes/courses, not necessarily a degree-seeker.**
  - 1. **Ex: UMSL continuing education classes**
- iv. **Advocacy committee will take a look and discuss the application process for the staff scholarship and if any clarifications need to be made.**
- v. **Q: Will there be additional funds from the chancellor for the continual uploading of vaccination cards?**

## **D. Committee Reports**

### **3. Communications Standing Committee (Janessa)**

- 1. **13 welcome emails went out to new employees**
- 2. **Website updates were made with executive member changes**
- 3. **More website updates: address and adding back advocacy email address.**
- 4. **Staff Spotlights are running monthly again and still need organization, but it's on our priority agenda.**
- 5. **Committee members are Janessa, Courtney, Kimberly, and Teresa. Welcome, Kimberly and Teresa!**

4. Advocacy Standing Committee (Jeff)
  1. Will create an anonymous survey for staff and place it on the website, most likely the landing page.
  2. Welcome Teresa Stratman
  3. Invite for e-performance training on Feb 21<sup>st</sup> at 1 p.m. to staff council members. Training by Tritonia Wheeler.
  4. Staff Excellence Awards – discussion soon
  5. Scholarship application – discussion soon
  6. Committee is meeting next week
5. Campus Involvement Standing Committee (Amy)
  1. Staff Day Theme – Sunshine, Fun Time!
    - a. May 25<sup>th</sup>!
  2. Earth Day: April 22<sup>nd</sup> 10a- 2p booth
    - a. Giving away trees
    - b. Barbi suggested plantable business cards – will get in contact with Jackie/Amy.
6. Other Committee Updates
5. New and Continued Business
  - a. Staff Council Member Recruitment
    - i. Election Committee
      1. Courtney Karmann Committee Chair
      2. Needs 2-3 people to serve with Courtney
  - b. Bylaws Revision
    - i. Section I.B. Membership bylaws - approved
    - ii. Sections V.D., V.D.1., V.D.2., and V.D.3. - approved
      1. V.D.2. re-word/clarify this part
6. Open Discussion
  - a. Inclement Weather Policy
    - i. Concerns:
      1. Availability of technology is a concern for not being able to work remotely.
      2. Additional expense to working remotely.
      3. Not able to accomplish work without a computer.
      4. Weather reasons for not having electricity/internet.
    - ii. Topics noted:
      1. Supervisors need a list of options available to offer their employees.
      2. Employees need to know their options as well and can use their rights to search for answers on how to work remotely that works for them and their home situation.
      3. HR is aware of some cracks in communication.
7. Adjourn: **10:37 a.m.**

~For the time remaining: Possible closed breakout sessions for Staff Council committees

**Breakout sessions began at 10:40 a.m.**