

University of Central Missouri Staff Council

Meeting Minutes

Tuesday, March 10, 2020, 2:00 PM

UCM Elliott Union 236

Present – Members: Chris Beggs, Beth Rutt, Carol Knight, Amber Goreham, Jim Pryde, Heather Jennings, Cherie Hiatt, Kristen Plummer, Jill Larson, and Mel Gross.

Present - Liaisons: Shari Bax, Joyce Lawson, Suzy Latore, Glenda Carmack

Present - Gallery and Guests: Britni Hume, Colleen Shore, Trisha Agueros, Lisa Toms, Derrick Gill, Tia Milburn, Kelsey Stanford, Angie Phillips, Rachel Oglesby, Nancy Gieselman, and Wesley Hobson.

- I. Call to Order – SC Vice-President Beggs called the meeting to order at 2:00 p.m.
 - A. Approval of minutes from January. Beth Rutt moved to accept the January minutes as written. Jill Larsen seconded. Motion passed unanimously by voice vote.
- II. Financial Report – Teresa Huffman emailed report
 - A. The Staff Council fund \$523.71
 - B. Support Staff Council Educational Award fund has a balance of \$1074.48
 - C. J.P. Mees Award fund has a balance of \$6,250.83
 - D. General Operation fund has a balance of \$400.00
 - E. Approval of the financial report. Jim Pryde moved to approve the financial report as presented. Beth Rutt seconded. Motion passed unanimously by voice vote.
- III. Special Presentation
 - A. – Dr. Mary McCord, Management Professor in HCBPS – Start Up Center – “It Suits You”
 1. “It Suits You” is a student-driven non-profit organization to offer reduced-price business attire to the community. It serves students and staff. A flyer was provided. There are minimal costs to items purchased through the organization. A variety of sizes are available and professional clothing and shoes are offered. Donations for clothing and shoes are accepted and greatly appreciated. Contact Dr. McCord at mccord@ucmo.edu to donate items. Volunteer help is also accepted and appreciated. Trying to provide some set times that it will be open before the Career Fair in April.
- IV. President’s Report – Board of Governors – written report submitted in BoG packet (available online)

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- A. Beggs drew attention to a written report submitted to the Board of Governors that highlighted what the Staff Council has done this year.

V. Vice-President's Report

A. Staff Coffees with the President Recap

1. Staff Coffees with the President were held on February 27th, 28th, and March 2nd. Individuals mentioned they had trouble hearing Dr. Best during these events. There were very few questions asked during the presentations. It was nice that he offered this time to answer questions. It showed that the staff has an interest in self-governance. Looking at the possibility of finding ways to submit questions during the event without individuals having to stand up in front of everyone. Everyone is encouraged you to take advantage of the online opportunity to submit questions to the president. Please share ideas for improving this communication.
2. Beggs shared a handout that was provided during the meeting with the President's Cabinet. The handout included the current Mission and Vision statement for the university. This also included Dr. Best's rationale for how he approaches his role at our institution. "What: We provide a high-quality, advanced and enriching student experience through a focus on student success. Who: By committed staff and exceptionally qualified faculty who create a learner-centric curriculum and utilize an applied, hands-on pedagogy. Why: To transform the lives of our students and create for them opportunities beyond what they imagined were possible."
3. In regards to staff not getting an additional day off during spring break, Dr. Best has looked at vacation accrual and has identified that a lot of vacation days are going unused. Therefore, the decision was made to not offer an additional day this year during spring break.
4. There seems to be some residual issues after recent reorganization. There are concerns about not being able to articulate anxiety for where the institution is going. Dr. Best can see where this sentiment comes from. He invited ideas for addressing these issues. All staff are encouraged to use the council representative to bring these concerns to the administration. In the administrative meetings council reps are asked to share concerns so please share your concerns or ideas for addressing these issues with the SC leadership.

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VI. Liaison Representative Reports

A. Administration – Dr. Shari Bax

1. Union Construction continues and should be completed within the next month. The bulk of construction is taking place on the auditorium. There were weather related issues that impacted the completion. The new dining space construction will continue even when the auditorium is completed in early April. Completion of the new dining space is expected by mid-April. The summer construction plans will start after this is completed. There will continue to be construction in the union throughout the summer months. Crush is expected to serve breakfast and lunch in the union during the summer.
2. The Fraternity Complex has been closed and will remain closed. The Complex was closed due to a heating system failure. Conversations were in the beginning stages when the heating system failure occurred. The heating failure accelerated these discussions. Students were moved to the top floors of Ellis and Fitzgerald. The fraternity Chapters were kept together. Storage space has been found for the Chapters to store their items. The plan is to do some renovation for Fitzgerald in the future. None of this has been approved and bids have not yet been received at this point.
3. Question about schools taking pre-emptive measures on Coronavirus. A planning group has reps from several areas looking at important decisions that have to be made. Everything is in the planning stage. President Best did send out information yesterday to faculty and staff regarding where we currently stand on this pandemic and information will go out today to students. When decisions are made the website will be updated and information will be shared on the site created to address this development. As decisions are made those will be shared with the campus as soon as possible.

B. Human Resources – Joyce Lawson reported

1. Working remotely is something that is being looked at from the administration. This is a policy that is currently being discussed and there is nothing to announce at this time. Please send specific questions to Ranea Taylor in Human Resources.
2. Please visit the website that has been set up for UCM regarding the Coronavirus at www.ucmo.edu/coronavirus. Faculty and staff are

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encouraged not to come to work if you are sick or showing any signs of the virus.

3. Blue Cross & Blue Shield (BCBS) announced that they have made some coverage modifications for our group that will be effective through May 15th.
 - a) Anyone who needs a diagnostic test for Coronavirus will be covered. This test does have to be doctor ordered but it will be covered at no cost to the member. Prior authorizations will be waived but the diagnostic tests still need to be conducted in an in-network facility.
 - b) For individuals who may be quarantined due to COVID-19 there are exceptions being put in place that will allow you to get prescriptions filled outside of the 30-day supply window currently allowed.
 - c) Blue KC Virtual Care is the new app (replaces previous AmWell app) that offers employees covered by the UCM insurance plan an opportunity to connect with a doctor via video conferencing. Fees for this service will be waived through May 15th.
 - d) BCBS also shared documents that can be printed and hung up in areas to remind everyone to wash hands frequently and pay attention to any potential COVID-19 symptoms.
4. Health insurance bid has closed. Updates will be provided next month.
5. No paid spring break holiday this year. You will have to use vacation time or your personal day if you want time off during spring break.

C. Faculty Senate - Glenda Carmack – Faculty Senate met on February 19, 2020.

1. President Best was not able to attend but Provost Bridgmon updated the Faculty Senate about the Enrollment Management search. BOG has asked the campus to review General Education and will be meeting with the committee. He is also having some working lunches with the OPs and Program coordinators to continue to look at workload. Watching several proposed legislations in Jeff City, especially conceal/carry. Michelle Conrad and David Ewing reported on the state meeting they attended for Missouri Association of Faculty Senates. Most universities are concerned that the best and brightest leave Missouri and what we can do to keep students in Missouri. There is a concern that Dual Credit is affecting revenue generation for general education classes that are not

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taken on campus. Discussion of not getting increase to education budget even though there is money in the state budget. They also discussed charter schools and how they are underperforming and how the performance should be addressed. There was no new business and the meeting adjourned. Next meeting is tomorrow March 11th.

Beggs asked for a motion to approve the Liaison reports. Beth Rutt made a motion and Mel Gross seconded. Motion passed unanimously by voice vote.

VII. University Committee Reports

A. International Affairs – Suzy Latare

1. Met February 24th. This committee is getting close to finalizing international speakers to come to campus and finalizing application to award groups the opportunity to bring international speakers to campus. The Center for Global Education is hearing from other universities that there is some discrimination at other institutions in regards to the treatment of Asian students in light of the Coronavirus epidemic. There have been no reports at UCM in these regards.

B. Traffic and Parking Policy – Dawn Gauvin –

1. There were a couple of parking space requests made. A student had requested that some of the visitor parking be removed over by Foster Knox and those spaces turned into more student parking. It was determined that there are plenty of spots for student parking and the request was denied. A request was made for an additional handicapped space by the ceramics building. It was determined that there are already enough handicapped spaces provided in that area.

Beggs asked for a motion to approve the University Committee reports. Mel Gross made a motion and Beth Rutt seconded. Motion passed unanimously by voice vote.

VIII. Standing Committee Reports

A. Elections – Judy Kenney – The committee is starting work on designing the ballot for upcoming election.

B. Employee Appreciation - Tia Milburn – Staff Appreciation Breakfast has been set for May 13th from 8-10 am in the Union Ballroom. The Employee Appreciation Committee is asking for approval of the following budget for the 2020 Staff Appreciation Breakfast:

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1. Table Decorations = **\$160** (Plants: 60 @ \$1=**\$60** and Centerpiece Cloths: 5 Packs of 12@ \$20 = **\$100**)
2. Raffle = **\$40** (Items to fill raffle baskets)

Beth moved to approve the budget for the Staff Appreciation Breakfast as it was presented by the committee. Mel Seconded the motion. Motion passed unanimously by voice vote.

C. Fundraising – Beth Rutt

1. Committee met on February 26th at 11:00 in Garrison 189 (Beth's office in SRWC). The committee is working on ways to fundraise. Starting the second week of April there will be opportunities to give back and receive through fundraising opportunities being presented by this committee. More details will follow in the coming weeks.

D. Recognition -

1. Need people to serve on this committee. There has been some confusion related to who is currently sitting on this committee. Carol Knight volunteered to chair this committee. The executive committee will look into committee membership and report back to the council at the next meeting.

E. Salary and Fringe Benefits - Lisa Butler - No report

Beggs asked for a motion to approve the SC Standing Committee reports. Beth Rutt made a motion and Jim Pryde seconded. Motion passed unanimously by voice vote.

IX. Old Business

- A. No old business.

X. New Business –

- A. Appoint Technology Advisory University Committee Representative. Dr. Graham made a request to SC to appoint a representative to this committee. This committee is designed for OT to get input and feedback from the campus on projects and prioritization of those projects. This committee would have input related to those projects. Dr. Graham will chair this committee. Dawn Gauvin volunteered for this committee. SC President Jackson had previously put out a request for volunteers and had some response. Additional representatives will be identified.

XI. Gallery

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- A. Fall 2020 Calendar submission requests due by Friday, May 8th at 5:00 pm.
Email Christina Kerns.

XII. Adjourn

- A. Beggs adjourned the meeting at 3:06 p.m.

Next Meeting: Next Staff Council meeting is Tuesday April 14, 2020 at 2:00 pm Elliott Student Union 236.