

University of Central Missouri Staff Council
Meeting Minutes
Tuesday, September 10th, 2024, 2:00 pm, Union 236

These minutes are subject to change pending Staff Council approval at the next meeting.

Attendance:

Name	Prs.	Abs.
Kari Azevedo (2025, 1st)		x
Stacey Beasley (2026, 1st)	x	
Ian Billingsley (2026, 2nd)	x	
Ellen Blaize (2027, 1st)	x	
Josh Blaize (2027, 2nd)	x	
Klint Braun (2027, 1st)	x	
Michael Brunkhorst (2025, 1st)	x	
Rae Clements (2025, 1st)	x	
Faith Ford (2027, 1st)	x	
Britni Hume (2026, 1st)	x	
Travis Hume (2027, 1st)		x
Heather Jennings (2025, 2nd)	x	

Name	Prs.	Abs.
Joyce Lawson (2025, 2nd)	x	
Jared Marcuson (2027, 1st)		x
Beth Rutt (2026, 2nd)	x	
Ed Wirthwein (2027, 2nd)	x	
Vacant (<i>was Latare</i>) (2025)		

Liaisons & Ex Officio

Shari Bax, Administration	x	
Joyce Lawson, HR	x	
Glenda Carmack, Fac Senate		x

Call to Order

- The meeting was called to order at 2:01.
- Welcome (Clements)
- Roll Call (Ford)
- Approval of [Minutes from June 11th, 2024](#),
 - Minutes for prior meetings are available on the [Staff Council website](#).
 - Motion to approve: Rutt
 - Motion seconded: Billingsley
 - Motion result: Passed

Financial Report

- Treasurer (Braun)

Account	Balance
General Operations	\$4,000.00
Support Staff Council Fund	\$2455.51
Support Staff Council Education Reward	\$649.48
J.P. Mees Award	\$5861.13

- Motion to approve: Lawson
- Motion seconded: Billingsley
- Motion result: Approved

Guest Speaker

- *Guest Speaker: Dr. Tim Crowley, Interim Provost*
- Third week enrollment - Increased since first day and is up 1.6 percent (196 students)
 - Freshmen are down 2.7% (29 students)
 - Transfer (15% 97 new Transfers)
 - Other schools are down in Transfers
 - Testament to work done to increase transfer enrollment
 - Graduate enrollments are down 314 students
 - Dual enrollment is up 46.6% (449 students up)
 - Retention is up 73% FTFT
 - Overall is retention is 72%

Rutt asked what transfer type the institution is getting. Dr. Crowley stated that most are two year to four year but some are four year to four year transfers. Our primary partners are MCC and State Fair. Our strong feeder programs are Elementary Education, Criminal Justice, Secondary Education, but they are still compiling data points for the highest transfer in programs.

- Dr. Crowley stated that there is a google form that he has made for individuals to submit ideas on how to improve UCM.
 - https://docs.google.com/forms/d/105z1Oqf0XrJCjGn897JQRvEKeNOC7OQ1q7vG5jGOuZ0/viewform?edit_requested=true
 - Form is anonymous
 - Promoting to campus to improve UCM. Not to use for emergencies or reporting, but for continuous improvement (academic fairs particularly but across campus as well)
 - Individuals can also send request for meetings outside of open forums
 - Staff plans for the end of October - academic affairs, hear about what is going on, and hear about ideas and ways to respond. Will be posted in the UCM Daily as well as sent out via email
- New Staff
 - Rae Clements - Director of Academic Affairs Operations
 - Jennifer Johnson - Admin Assistant

President & Vice President Reports

- **President (Clements)**
 - Board of Governors - End of August
 - Talked about the switch from Ed to Rae
 - Talked also about what the group was able to accomplish last year and looking forward to for this year
 - **Vice President (Wirthwein)**
 - Looking for committee help:
 - Elections
 - Recognition
- Contact: Carol Knight

Liaison Representative Reports

- **Administration (Bax)**
 - State of the University is Thursday. September 19th at 3:30pm at Hendricks Hall
- **Human Resources (Lawson)**
 - Neoed Demonstration - Only for vacancies or for OA Chairs hiring
 - September 18th at 3pm in Ward Edwards 3000
 - Will show form and how it works and difference in terminology
 - These trainings will showcase the new electronic Staff Vacancy Form and Faculty Search Guide Form A & B process
 - Wellness Fair - SRWC - More information in the UCM Daily
 - More robust than previously
 - Vendors for Health, Dental, Vision, MO Deferred
 - Will have music, backdrop, putt putt, InBody Bio Scans, and Fitness demonstrations of classes offered at the SRWC
 - 20 min tours of Fitness and Wellness Center
 - Wellness table with different opportunities, FitPasses available, and giveaways like duffle bags, resistance bands, etc.
 - Additional giveaways from vendors
 - Open enrollment
 - Jet Dental here on October 22nd
 - Open Enrollment is October 21st-November 1st
 - Change to health insurance with - lower copay
 - Provost Candidate Search - Information about presentations sent out in Daily
 - October 1st is deadline for class credit forms

Faculty Senate (Carmack)

- N/A

University Committee Reports

- **Benefits Advisory Group (Clements & Charlie Rutt)**
 - Same report as Lawson
 - Meets again on Sept 30th
- **International Affairs (Amy Kiger)**
 - No report
- **President's Commission on Access, Opportunity, & Community (Jay Hicks)**
 - GTRO - Opportunity to collect feedback on safety and equity on campus
 - Community Connections Fair
 - Jays term ends at 2024 - Will discuss at the October meeting to extend or fill vacancy
- **Technology Advisory (Azevedo)**
 - No report
- **Traffic & Parking Policy (Clements & Jennings)**
 - Traffic and Parking Policy Committee met on September 9, 2024

- **Golf Carts & Low-Speed Vehicles** - Link to the guidelines:
<https://www.ucmo.edu/offices/environmental-health-and-safety/low-speed-vehicle-guidelines-golf-carts-utility-vehicles/index.php>
- **Mobile Pay Parking** - Users will pay by phone using a QR code and can extend their time online as needed. These spots will replace some of the visitor parking spaces and will be open for use by anyone, including faculty/staff, students, and visitors, on a first come first serve basis. More details will be given at the next TPPC meeting.
- **Parking Lot Maintenance** - This was not able to be done this year as planned. Steps will be taken to assess the state of the lots and determine need priorities on a year-to-year basis.
- **License Plate Recognition** - LPR is fully active now. It scans vehicle plates and can identify which parking lot a vehicle is in as well as that vehicle's permit. Please update your vehicles and license plates to be sure they are current. Users can add a rental vehicle to their permit using the online system or by calling Parking Services. To remove a vehicle from a permit, users must call Parking Services as this option is not available online. Citations will now be virtual, no more tickets on vehicles. Vehicle owners will be notified by email if they have a UCM email. Users may have multiple vehicles listed on a permit, but only ONE can be parked on campus at a time. If more than one vehicle on the same permit is found to be parked on campus at the same time, it will result in a ticket. This system will not work if the plate is not visible, such as when covered by snow.
- **Traffic Review Board (Knight & Larsen)**
 - Meets again on Sept 19th

Standing Committee Reports

- **Elections (Knight)**
 - No Report
 - Process for replacing seat for Suzy Latore
 - Tie for the next spot down
 - By Laws
 - Run off election
- **Legislation (Clements)**
 - See New Business
- **Professional Development (Kirsti Brunsvold)**
 - Britni Hume, a member of committee gave a summary of the summer professional development day at the airport and farms,
 - Overall positive feedback from staff and faculty (20 people per shift attended)
- **Employee Appreciation (Braun & Jackie Jackson)**
 - Staff holiday party is December 11th at 3pm in the Union Ballrooms
 - Will have costumes, music, trivia
- **Recognition (Knight)**
 - No report

- **Welcome (Charissa Davis & Kim Nicas)**
 - 34 new welcome bags since July 1.

Old Business

New Business

- **FY25 Holiday Concerns**
 - Decision was made to see if staff council wanted legislations committee to draft a recommendation to the President for review holiday schedule (December 24th) - day that faculty get that staff doesn't receive
 - Allow offices the option to close?
 - Trade Oct. 18th?
 - Beth mentioned Wednesday before Thanksgiving as well
 - Agreed to have legislations committee draft a recommendation, form will be sent out for members to vote

 - Discussion items:
 - employees requesting a day for vacation - challenge of someone staying (who?)
 - Serving students during that time serves an opportunity to close office but isn't the same across campus, is there administrative consent?
 - HR does not determine those days
 - Legislation committee Will meet
 - Send to staff council to vote
 - Send to President

Motion to approve:	Billingley
Motion seconded:	Beth
Motion result:	Passed

Beth Rutt:

- Program calendars are available
- Dropped them off from office to office
- There is a new NightRyder schedule - Contact Beth Rutt
- Beth stated that the Treasury base is decreasing and in the past there have been attempts at fundraising
- Beth reminded individuals of the payroll deductions that contribute to those funds - painless ways to contribute to give back to peer staff members and their professional developments
- Link on staff council website for those specific funds (minimum of \$5 per pay period)
- Homecoming - parade - website opened today
- Link to register for the Parade is on the Homecoming page
- Homecoming theme is: This is Our Stomping Ground

Heather Jennings:

- New Discrimination reporting procedure stated August 1st
- Contact Student Experience and Engagement for questions

Britni Hume:

- Admissions event call on September 19th at 2pm
- Link is in UCM Daily
- Will be going over the model for group visits, October events, browsing fairs, dates for orientation for next year

Other:

- Electric motorcycle, scooters, nuisance - public safety, Rae and Heather to traffic committee
- Beth stated to contact Public Safety (the SRWC policy is that they must have them locked at bike racks)
- Dr. Bax stated that skateboards not on main campus at all, bikes not on main campus during business hours
- No regulation for tickets from them

Adjournment

- The meeting was adjourned at 2:44pm. The next meeting will be on Tuesday, October 8th, 2024, at 2:00 p.m., in Union 236.
- Minutes for this and previous meetings from this academic year are available on the [Staff Council website](#).

Event Updates/Reminders

Oct 08	Staff Council Meeting - Union 238 <i>Guest Speaker: Public Safety</i>
Oct 17	Fall Break for Students - No Classes
Oct 18	Fall Break - UCM Closed
Oct 21	Spring Enrollment Begins
Nov 12	Staff Council Meeting - Union 236 <i>Guest Speaker: Dr. Roger Best, UCM President</i>
Nov 25-27	Thanksgiving Break for Students - No Classes
Nov 28 & 29	Thanksgiving Break - UCM Closed
Dec 13	Last Day of Fall Classes
Dec 13 & 14	Commencement
Dec 10	Staff Council Meeting - Union 236 <i>Guest Speaker: Dr. Cory Wicker, Human Resources</i>
Dec 25-Jan 01	Winter Break - UCM Closed (tentative)
Jan 13	First Day of Spring Classes
Jan 14	Staff Council Meeting - Union 236 <i>Guest Speaker: TBD</i>
Jan 20	MLK Jr. Day - UCM Closed

Feb 11	Staff Council Meeting - Union 237B <i>Guest Speaker: TBD</i>
Mar 10-14	Spring Break for Students - No Classes
Mar 11	Staff Council Meeting - Union 101 <i>Guest Speaker: Mr. David Pearce, Government Relations</i>
Mar 17	Summer & Fall Enrollment Begins
Apr 08	Staff Council Meeting - Union 237B <i>Guest Speaker: TBD</i>
May 10	Last Day of Fall Classes
Dec 10 & 11	Commencement
May 13	Staff Council Meeting - Union 236 <i>Guest Speaker: TBD</i>
May 19	First Day of Summer Classes
May 26	Memorial Day - UCM Closed
Jun 10	Staff Council Meeting - Chapel Undercroft <i>Guest Speaker: TBD</i>