

University of Central Missouri Staff Council

Meeting Minutes

Tuesday, November 10, 2020, 2:00 PM

Via Zoom due to COVID-19 restrictions

Present – Members: Jackie Jackson, Chris Beggs, Teresa Huffman, Carol Knight, Beth Rutt, Shelly Bachus, Jim Pryde, Heather Jennings, Leslie Cooper, Cherie Hiatt, Kristen Plummer, Jill Larsen, and Amber Goreham.

Incoming members: Joyce Lawson, Ian Billingsley, Rachel Ogelsby, moved to approve the financial report as presented. seconded. Motion passed unanimously by voice vote.

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

- I. Call to Order – SC President Jackson called the meeting to order at 2:03 p.m.
 - A. Approval of minutes from October. Ian Billingsley moved to approve the minutes as presented. Teresa seconded. Motion passed unanimously by voice vote.
- II. Financial Report – Teresa Huffman reported
 - A. The Staff Council fund \$531.21
 - B. Support Staff Council Educational Award fund has a balance of \$1199.48
 - C. J.P. Mees Award fund has a balance of \$6,495.83
 - D. General Operation fund has a balance of \$2,000.00
 - E. Approval of the financial report. Jill Larsen moved to approve the financial report as presented. Ian Billingsley seconded. Motion passed unanimously by voice vote.
- III. President's & Vice-President's Report – Combined information from President's Cabinet weekly meetings being held via Google Meet.
 - A. Jackson reported volunteers are needed for commencement
 - B. Board of Governors Meeting (Oct 22nd) recap – packet was shared with all staff
 - a) Emeriti status request and status of faculty report
 - b) Program updates for all four colleges
 - c) Skyhaven Airport Terminal Project and the Crane Stadium Improvements Project
 - d) Campus Technology Report
 - e) FY 20 first quarter investment report, statement of revenues report, and procurement report
 - f) Presentation of the MIAA Commissioners Cup & Learning to a Greater Degree awards for Fall 2020
 - C. President's Cabinet Meeting (Oct. 27th) recap
 1. Jackson provided a list of questions that came out of discussion from the last SC meeting. Topics included; infrastructure, convenience contracts,

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educational benefits, healthcare, additional furloughs, state funding cuts, budget update, and COVID questions and concerns.

- a) Aviation terminal and Crane Stadium improvements were approved by the BoG. Eighty-nine percent of the cost of the Crane Stadium updates will be covered by private support with the remainder coming from the university. This allows the university to free up money for use in other areas.
- b) Educational benefits are not going away according to comments made at this meeting.
- c) Regarding infrastructure issues President's Cabinet members were directed to the HR website to show there are a lot of open positions posted and work is being done to try to hire for those positions. Convenience contracts are not the solution but it's not easy to fill open positions on top of balancing frozen positions.
- d) Dr. Best indicated that we are a lean campus already. He indicated that he understands there is a lot of anxiety but that he wanted to wait until the final numbers are more solid before determining what cuts may need to be made. The hope is that by the end of December, once enrollment projects are more concrete, a budget forecast will be determined. Changes will be identified by the end of FY21.
- e) Regarding healthcare questions related to the out-of-network aspect of our future healthcare plan. Did get confirmation that Finance/Administration is going back to Blue Cross and Blue Shield to see if there is flexibility to open up coverage for coverage in surrounding counties.

IV. Vice-President's Report

- A. Beggs shared information regarding the emergency BoG meeting on November 6th that enacted Policy 3.1.010 – Faculty Retrenchment
 - 1. This policy will be enacted through June 30th of 2022
 - 2. Ability to reduce the number of faculty during times of budget issues
 - 3. President Best has said he will not be involved in identifying those recommended but he will have to approve the process.
 - 4. Recommendations will be identified by March 1, 2021

V. Liaison Representative Reports

- A. Administration – Dr. Shari Bax – report

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1. BoG's decision to enact the Retrenchment Policy. Retrenchment comes into play when looking at 3.5% of fulltime faculty budget.
2. President has indicated that he does not have any specific outcome in mind regarding how many faculty positions may be eliminated. Rather he wants to have budget flexibility and enacting retrenchment allows for that to occur.

B. Human Resources – Joyce Lawson reported

1. Open enrollment finalized on October 30th. Confirmation letters should be going out by the end of the week. Please verify and visit HR by December 4th if you need to make any changes based on your confirmation letter.
2. MoCafe open enrollment through December 1st.
3. Thanksgiving holidays are Thursday, November 26, and Friday, November 27.
4. UCM will not be offering the Angel Tree this year. Please contact Johnson County if you are in need of assistance this holiday season.
5. Instead UCM will offer “Home for the Holidays” program this year. Individuals who need assistance with obtaining a holiday meal they can find information on UCM Daily about filling out a form. UCM community members are asked to donate by picking up a tag that will be hanging on a tree at the SRWC. Meals should include gift card for meat.
6. Student E-Path for spring will be open on November 16th.
7. Educational Assistance forms can be filled out for spring semester. Please complete by December 18th.
8. Everyone will receive a new insurance card for 2021. Make sure your personal address information is correct in MyCentral,
9. Reminder to start earning Healthier You points. 2,500 are needed.

C. Faculty Senate - Glenda Carmack – Faculty Senate met via Zoom on April 22, 2020. Items submitted via report.

1. President Best reported the state has returned \$989K in funds. Revenues are trending higher at this point, but there are concerns there will be two income tax collections this year because last year was postponed. Revenue projections are higher and we don't anticipate any withholds. There is \$6 million sitting in the restricted but don't anticipate it coming back.
2. Across the state application numbers are down, we are watching closely to anticipate numbers and trends. Still dealing with uncertainty and some things will be dependent on data that we don't really have available.

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3. Concerns about Covid 19 precautions, mask wearing and policies not being followed in non-classroom spaces. We all have responsibility to remind when we see this happen. Inside building supposed to be wearing mask, has personally asked people to wear masks. Try to enhance signage in places to remind about masks.
4. Provost Bridgmon sent an email about academic affairs review and suspension of sabbaticals. Will be meeting with college leadership to discuss chair and program leadership to discuss compensation and how we want to structure that leadership. Met with gen ed review committee, is was a good meeting and a lot of good work has happened. He will meet with student government soon and will also meet with students about spring classes and how they will be structured and how they will be offered and how they can be best supported.
5. SGA Representative, Cassandra Frank –President Cobb has expressed interest in combining both houses into one and working on rewriting the constitution and bylaws to update this and work towards this goal. Asked about Bright Flight and Access MO funding since they were cancelled. Best thought Bright Flight may have got some funding back.
6. There was a meeting Friday November 6th with President Best to answer questions about the Board of Governors approving retrenchment. Many faculty are concerned about the process and how it will be handled. There are 467 full time faculty at this time. President Best said this was due to a decline in enrollments and that as a part of the Academic Review Process of programs there will be recommendations about how the size of programs. There will be a General Faculty Meeting November 18 for more discussion's faculty have about what is happening with this process.

VI. University Committee Reports

- A. Traffic Review Board – Carol Knight – meet October 14th to review appeals will meet again on November 11th.
- B. International Affairs – Suzy Latore – No report
- C. Learning to a Greater Degree – Heather Jennings – meeting coming up on Thursday to pick award winners.
- D. Traffic and Parking Policy – Dawn Gauvin – No report
- E. Technology Advisory – Trisha Agueros and Carol Knight - no report as the committee has not met. Meeting scheduled for December 2nd.

VII. Standing Committee Reports

- A. Elections – Judy Kenney – Will conduct election for executive committee at the end of this meeting. New Staff Council elections will be held in March.
- B. Employee Appreciation - Tia Milburn – committee met last week. It has been decided they will have an in-person holiday party on Dec. 16th 3:30-4:30. This

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gathering will also be available via Zoom for those who do not wish to attend in person. Request approval of expenditures of \$1,047.25, from general operations fund, for food and decorations. Shelly Bachus moved to approve. Joyce Lawson seconded. Motion passed unanimously by voice vote. Tia will share information about this event via UCM Daily.

- C. Fundraising – Beth Rutt – No report
- D. Recognition – Carol Knight – No report
- E. Salary and Fringe Benefits – Charlie Rutt – No meeting. Meeting is scheduled for November 17th.
- F. Supervisors – no chair established
- G. Welcome – no chair established

VIII. Old Business

- A. Telecommuting Policy and Procedure – Shelly Bachus reported that the ad hoc committee met on October 29th. The committee wants to focus on an occasional use flexibility policy proposal. The committee reviewed policies from other educational institutions. During the next meeting the committee plans to formulate a draft proposal that will be brought back to council.
- B. Staff Council Bylaws Review: Gender Neutral Language This will go to a full staff vote.

IX. New Business

- A. Need volunteer for International Affairs committee – Andrea Wiggins and Patrice Harris volunteered to serve
- B. Election of FY21 Executive Committee –
 - 1. SC President for 2021 – Jackie Jackson elected
 - 2. SC Vice-President for 2021 – Chris Beggs elected
 - 3. SC Treasurer for 2021 – Teresa Huffman elected
 - 4. SC Secretary for 2021 – Jim Pryde elected
- C. Staff Council Bylaws Review – Review of elections process – Council continues to review the elections process as there needed to be some clarifications. Elections committee offered recommendations. A discussion of the recommendations was held and the committee will revise and send to council for next month's meeting. Upon council approval these changes will go forward to a full staff vote.

X. Adjourn

- A. Jackson adjourned the meeting at 3:26 p.m.

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Next Meeting: Next Staff Council meeting is Tuesday December 8, 2020.