

**Southeast Missouri State University
Professional Staff Council Meeting
Minutes – March 20, 2019**

QUORUM AND CALL TO ORDER: The Professional Staff Council (PSC) was called to order at 10:00 am in the UC Heritage Room by Chairperson, Katie Krodinger. PSC representatives in attendance were: Paul Belvin, Priya Cramer, Heath Hase, Randyn Heisserer-Miller, Lisa Howe, Katie Krodinger, Chelsea McNeely, Bonnie Modglin, Egbar Ozenkoski, Joanna Shaver, Sean Spinks, and Sara Wagganer.

Reports:

Chairperson Report- Katie Krodinger

- Old Business – none.
- New Business – see below under Chair-Elect report. Also, annual elections are coming up, and Katie and WyKeshia will set up both the nomination and the voting processes.
- Benefits Review – We continue to get more information from SONUS about self-insurance, design options. Comp. time was discussed, and exchanging for a multiple of actual hours in another pay period. Job descriptions are still being rewritten.
- Budget Review – For detailed information, please contact a current member of professional staff council. Budget balancing will occur in April. VRIP's are producing savings, 55 have been applied for.

Chair-Elect Report – Heath Hase, Edvolution center and our Chair-Elect, is leaving the university for another job. Upon his departure, Egbar Ozenkoski was voted in as interim chair-elect and will serve on the budget review committee and the benefits committee.

Secretary/Treasurer Report – Lisa Howe: Heath, Priya and Lisa discussed having the annual PSC breakfast at International Village multi-purpose room, the space has been confirmed for June 5. We discussed having the Hospitality Management group provide the food service.

Committee Reports: Time was short after budget discussions so committees did not give reports at the meeting.

AQIP, Bonnie Modglin: no report.

Athletics Committee, Sara Wagganer: no report.

Information Technology, Chelsea McNeely: no report.

University Equity and Inclusion Committee, Eric Redinger: no report.

Council Member/Departmental Announcements: Time was short after budget discussions so units did not give reports at the meeting. Some reports were emailed afterwards and info. is below.

Academic Support Center, WyKeshia Atkins: no report.

Information Technology, Paul Belvin: no report.

Accounting Services, Angela Birk: their student worker is leaving, and they are now looking for an accounting/business student.

Int'l. Education & Services, Priya Cramer: no report.

EdVolution Center, Heath Hase: no other report.

Kent Library, Randyn Heisserer-Miller: The Carrie Woodburn Johnson Endowment grant applications for faculty and staff are due March 29. The grant is \$3,000 to purchase materials to enhance the library's collection. He listed the website for the request. Starting in Fall 2019 Kent Library will begin two initiatives to engage the student body in the library collection development process, and encourage more student involvement in the library. The library is accepting recommendations for the April booklist, topic is "creativity". Submit by March 27, website was given. Kent Library is currently surveying students regarding extended library hours for finals week. He also gave a website for this survey.

Facilities Management, Lisa Howe: Kara Grantham, project manager, is leaving for another position. Lisa will now handle the Crisp Hall renovation, which will be complete at the end of July. Towers North and West elevators are failing, and replacement/overhaul of them is in the works. University Center has some sprucing up projects in the works, such as replacing the fuzzy L-shaped wall at the program lounge.

New Student Programs, Katie Krodinger: Ashley Barton has left the university and her previous position has been posted. The administrative assistant position within the controller's office has closed and is beginning review. New Student programs is rocking and rolling with orientation dates for summer and falls starters, as well as Camp Redhawk planning and promotion. Opening Week information will be sent out soon. Tell any student you know that it's not too late to apply to Southeast, and there are still scholarships available.

Southeast Online, Chelsea McNeely: no report.

Human Resources, Bonnie Modglin: no report.

Student Financial Services, Egbar Ozenkoski: no report.

Campus Life & Events, Joanna Shaver: no report.

Educational Access Programs, Sean Spinks: no report.

Recreation Services, Sara Wagganer: no report.

Military & Veteran's Services, Amanda Woods: no report.

ADJOURNMENT & NEXT MEETING: There being no further discussion, the Council adjourned at 11:45 am. The next meeting is scheduled for Wednesday, April 17, at 10:00 am in the University Center Heritage Room. Minutes respectfully submitted by Lisa Howe, Secretary-Treasurer.