

Meeting called to order at 10:00 am by Amy Hancock, Chair

## Attendance

A. Hancock	E. Cieslewicz	N. Peters
D. Seabaugh	A. Tinney	K. Seabaugh
D. Saverino	C. Sierman	R. Pensel
L. Miller	G. Grojean	A. McFerron
F. Lockhart	B. Lockhart	I. McCurdy
D. Hopkins	G. Thomas	A. Henning
T. Williams	A. Oswald	D. Norfleet
H. Weathers	E. Jeffries	
T. Stevens	R. Piroutek	
K. Krodinger	A. Sumner	
A. Thompson	C. Hohler	
A. Scherer	A. Eller	
C. Skelton	M.H. Talbut	
L. Seabaugh	A. Palmisano	

## Reports

- **Chair Report** – no report
- **Chair Elect Report** – no report
- **Secretary/Treasurer Report** – D. Seabaugh no change in budget balance, \$3,678.21.

## Old Business

- **HR Initiatives Update** – D. Seabaugh gave update on remote work policy initiative. University personnel still working with Segal Consulting. HR will provide professional staff with a summary via email regarding the progress. (Email to all professional staff list serv on January 27, 2023)

## New Business

- **PSC Breakfast Planning** – D. Saverino lead discussion. Tentative date of June 7, 2023. Discussed how the breakfast can be elevated to include 150 year anniversary of university. Shirts to include 150 logo, backdrop for for photo opportunities
- **Ideas for 2023 Initiatives** – A. Hancock confirmed that Dan Cox from Central Receiving will attend the February PSC meeting. Additional ideas for 2023 guest speakers include – Wendell Snodgrass (University Advancement), Nora Bouzihay (Equity Initiatives), Athletics, Bruce Skinner (Student Life), Student Government leadership

## Committee Reports

- Administrative Council – no report
- HLC Accreditation Committee – Amy Hancock (through Spring 2023) – no report

- Athletics Committee – D. Seabaugh – no report
- Benefits Review – Amy Hancock (FY23)- no report; getting ready to start meeting in Spring
- Budget Review – Amy Hancock (FY23) – no report
- Funding for Results Team – Staci Pepple – no report
- Parking Appeals – F. Lockhart and D. Hopkins – parking appeals ongoing; next round of reviews will take place Feb. 1&2
- University Equity and Inclusion Committee – TBA – no report

### Council Member Department Announcements

- **Human Resources** – D. Seabaugh reminded supervisors to complete 2022 performance appraisals. W-2s available via mySEMO, hard copies will be mailed by Jan. 31 for those not opting for electronic version.
- **Facilities Management** – A. Tinney reports that discussions are taking place regarding summer work projects, completing work order requests, completing performance evaluations. ServPro is on campus helping with clean-up of buildings (Myers, McGill, Rhodes, Pacific) that had pipes burst doing cold weather in December
- **Recreation Services** – C. Sierman reports the recreation center is back to normal hours. Reminded individuals that benefits eligible employees receive a membership to the recreation center and aquatic center at no cost. Group fitness classes will begin week of January 23.
- **Campus Life & Event Services** – G. Grojean reports the following events: laser tag (1/18), future fuzzies (1/19), mystic night (1/20), ribbon cutting for newly remodeled bookstore (1/25), volunteer fair (1/26), carpe diem (2/11). Coordinator for Leadership & Involvement search is on-going. MLK dinner student tickets available in CSI.
- **Registrar** – L. Miller reports the Registrar's Office is preparing to mail diplomas for Dec. Graduates, and 2023 fall break moved to 10/19-20.
- **Marketing & Communications** – D. Savarino reports the department is fully staffed. They are working on 150 year anniversary projects, save the dates have been sent. Newly installed banners across campus have ripped, working with vendor to get replaced.
- **New Student Programs** – K. Krodinger reports they are busy enrolling students and onboarding international students. Jan. 20 is the last day to add/drop classes. First step invites have been sent.
- **Information Technology** – D. Hopkins and F. Lockhart report upgrades to systems took place over the winter break. Going forward students/new employees should have access to Office 365 in 3-5 minutes after SE Key activation.
- **Advising** – A. Eller shared that they are continuing to enroll student in classes. 2 staff members started in January, still one advisor vacancy.
- **Purchasing** – A. Hancock reports that the annual inventory reports will sent to departments by Feb. 1, deadline to return is March 31.
- **Admissions** – Admissions staff reports they are getting ready for spring events. President scholarship interviews taking place 1/26-27. March 1 is scholarship deadline. Customer Service Specialist vacancy.

With no further items, Amy Hancock adjourned the meeting at 10:53 am.

### Meeting information

*Next Meeting:* Feb 15, Redhawks Room/Zoom

Zoom Information:

*Future Meetings:* Mar 15, Apr 19, May 17

Link: <https://semo.zoom.us/j/5178878657>

Meeting ID: 517 887 8657