

Meeting called to order at 10:01 am by Amy Hancock, Chair

Attendance

A. Hancock	J. Welker	M. Kearney
M. Biros	A. Tinney	J. Smith
D. Saverino	C. Sierman	L. Michel
L. Miller	G. Grojean	A. Davis
F. Lockhart	S. Pepple	B. Sheriff
D. Hopkins	T. Stevens	A. Palmisano
T. Williams	R. Pensel	L. Seabaugh
G. Thomas	A. McFerron	M.H. Talbut
E. Jeffries	N. Peters	C. Skelton
K. Kroding	S. Ponder	A. Eller
A. Thompson	A. Henning	A. Scherer
A. Oswald		

Reports

- **Chair Report** – Budget goes to Governor May 5th. There is still time to update the budget proposal if anyone has ideas.
- **Chair Elect Report** – PFC Breakfast will be June 7th, so far there have been 110 responses, everyone must respond by Friday, April 21st; we will be in Kem Statuary Hall. G. Grojean will help decorate and bring the big 150 numbers for pictures; we still need volunteers for the breakfast. It was decided to invite administrative and executive staff to the breakfast.
- **Secretary/Treasurer Report** – No report.

New Business

- **Bylaw Edit** – a vote will go out to committee members to update the current Bylaws to include text stating we must have equal representation on the Budget Review Committee.
- **Guest Speaker** –Alisa Davis April 28th will be employee recognition; there are 38 retirees and over 100 employees being recognized for years of service. Currently searching for an HR Specialist to replace Casey Chambers. There have been legislative decisions in other states to stop diversity, equity, and inclusion (DEI) practices used in the hiring processes. Therefore, we are making changes in response. The DEI bullet point will be removed from all job postings and grids. Diversity statements are no longer required. No pointed DIE questions can be used in interviews. No more diversity committee meetings with applicants. We will still use recruitment sites to recruit applicants from diverse backgrounds. The recruitment plan form will no longer ask for the race, ethnicity, and gender of search committee members. Communication will go out campus-wide about this. The University of Missouri system has already moved forward with similar practices. This does not mean we aren't interested in diverse candidates; simply, DEI will no longer be used as a way to remove applicants from searches. In November 2022 the Board of Governors approved a new conflict of interest policy which will be implemented July 1st. Communication will go out campus-wide. You can read more about it in Business Policy and Procedure 01-07. This identifies things that need to be disclosed to the university and in some cases, require approval i.e., outside consulting and employment. The example given was an employee on extended sick leave that received other

employment while on leave. The goal is to take a hard look at situations like this. A workflow will be created for employees to self-disclose. Communication will be sent out during finals week. Looking for things where employees are working with organizations that do business with the university or working for other institutions of higher education. The intent is for full-time benefits-eligible employees. Self-disclosure is required. The remote work policy is drafted and will be going to the Board of Governors May 12th. Options have been defined as fully remote, hybrid, and defined flexible, for example, four ten-hour shifts. If approved will enter a short pilot phase approximately June 1st through August 31st. This will be a small manageable group. Employees will fill out a workflow to be a part of this group and the approval process will be replicated as much as possible i.e., workplace suitability, internet connection speeds etc. The hope is requests for full approvals can be submitted this fall. Communication will go out to the campus. Start having conversations now about how the work options could be implemented in your office. We will support Missouri, the surrounding states, and Florida due to tax policies at the state, local, and city levels. If advertising for a remote job opportunity in your office, you will need to disclose the states that are supported. There will be a vetting process with HR and your supervisor to look at employee performance etc. to evaluate if an employee will be successful working in a remote or hybrid environment. Also, a flexible work agreement will need to be signed. Supervisor and employee training will be developed to help set expectations for the process. It is expected that the Board will approve the policy. If there is an unexpected university closer, for example, a snow day, remote workers should not be working during the closer. Long term goal will be to get away from remote desktop. If an employee is hybrid, they will receive a laptop; if they are fully remote, they will receive a desktop computer for the home. Employees can not use personal computers for remote or hybrid work.

- Brad Sheriff PSC and CTS both submitted similar budget requests. Brad will share the statement, “The budget and strategic plan reflect the University priorities, and it is time that the employees are made a priority” stated in PSC proposal verbatim with executive staff. Appreciation was expressed for the courage needed to say “employee morale is at an all-time low with a general consensus that there is a lack of respect, trust, and appreciation of the staff from the administration.” It was stated that these things need to be said even if they are hard to hear. An 8% salary increase isn’t affordable by July 1st, but it is a reasonable request. There will be approximately \$3 million in lost revenue from the approximately 250 fewer projected students for next year, a \$1.5 million increase to Mosers, and only \$3.4 million slotted from the state. Every 1% salary increase costs approximately \$800k. If there is anything more than a 2.5% salary increase, we will be recommending a deficit budget. If we do that, we must be prepared to deal with the implications. If we continue to see enrollment declines, we will need even more income to cover the increased salary cost year over year. We cannot take on more debt; we do have some reserves to help however, this is a limited pot of money. The university has a lot to do to become financially responsible, but we can’t keep bleeding people. We must get serious about who SEMO is and what it takes to get from point A to point B. This involves taking an honest look at what services are required, what services are not required, and what can be done cheaper to get to the next point. Ideally, we will be uniquely good at something and uniquely good at marketing it. We need to think about how to differentiate ourselves and how to do things differently. We have to come together as a campus to achieve this. Brad welcomes ideas for change; examples given was the consideration of a four-day work/school week, and/or office sharing. We need to work together to how identify viable options.

Committee Reports

- Administrative Council – A. Hancock Entering a consultation agreement to learn more about OPM. There have been multiple failed searches in the Controller’s Office, there have also been audit findings that will cause issues going forward.
- HLC Accreditation Committee – A Hancock no report
- Centralized Scheduling – L. Miller email was sent on April 17th to department chairs to identify spaces that will not be included in centralized scheduling. Next steps will include identifying classes that should not be included and identifying instructional preferences.

- Athletics Committee – no report
- Benefits Review – A. Hancock requesting Juneteenth as a university holiday and proposing coworkers be included in funeral leave.
- Budget Review – B. Sheriff spoke see guest speaker
- Funding for Results Team – S. Pepple revising rubric in order to receive more consistent applications.
- Parking Appeals – D. Hopkins stated there were 130 appeals last month and there is a new supervisor Nick Wright
- University Equity and Inclusion Committee – no report

Council Member Department Announcements

- **Information Technology** – D. Hopkins/ F. Lockhart new firewall vendors are being reviewed, this will be a major change for the campus. Wifi vendors are also being evaluated, current cost of approx. \$170,000 a year to run wireless. A lot of fiber will be run through the tunnels this summer. Collecting a quote for laptops to be used in the remote work pilot this summer. IT will be replacing the Web Help Desk in mid-May there will be a completely new interface. Smart evals are up and running.
- **New Student Programs** – K. Krodinger it is orientation season. The biggest First Step of the year will be April 22nd to include a lot of student-athletes. Transfer Orientation April 26th. Opening week volunteer requests will be going out soon. Celebrating 150 years of education will be held in the Scully Portico April 20th at 3pm.
- **Admissions** – A. McFerron visit Friday April 21st. William Popp has been with the office as an Admission Counselor for two weeks now. Summer Showcase will be July 14th.
- **Registrar** – L. Miller commencement will be May 13th; volunteers are still needed for the 2pm ceremony. April 21st is the last day to drop a 16 week/2nd 8 week course or withdraw from the university.
- **Campus Life & Event Services** – G. Grojean Math Field day April 20th, Bangladesh night April 29th, Denim Day April 26th. Planning is going on for Family Day September 16th.
- **Facilities Management** – A. Tinney tunnel work continues. Classroom occupancy report was completed by Tom Hadler. Groundbreaking happening for Mid America Transplant sculpture. ABM had a job fair, so there will be new faces in buildings.
- **Advising** – A. Eller Float into Finals May 3rd. Currently have an open search for an academic success coach.
- **Marketing** - D. Saverino working with Admissions on fall marketing.

With no further items, Amy Hancock adjourned the meeting at 12:45 pm.

Meeting information

Next Meeting: May 17, Redhawks Room/Zoom

Zoom Information:

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

Meeting ID: 517 887 8657