

Meeting called to order at 10:02 am by K. Baranovic, Chair

## Attendance

K. Baranovic	H. Sumner	T. Williams
D. Savarino	M. Odhiambo	A. Hancock
J. Woolf	T. Stevens	K. Seabaugh
D. Hopkins	M. Launius	T. Craven
K. Krodinger	B. Koester	
A. Eller	T. Lamboglia	
E. Redinger	L. Seabaugh	
D. Seabaugh	A. Thompson	
J. Contrino	J. Mino Lara	
F. Lockhart	E. Cieslewicz	

## Reports

- Chair Report – K. Baranovic reported website updates, including a new picture of all members of Professional Staff Council, is pending.
- Chair-Elect Report – D. Savarino – No report
- Secretary/Treasurer Report – J. Woolf reported no new updates to balance. With new mask updates, continue to look at opportunities for staff event end of the year/early 2022.

## Ongoing Business

- Remote Work Updates-K. Baranovic reported still looking at establishment of a remote work policy. Current reinstatement of Covid protocols has provided a temporary solution for those who are under quarantine yet able to work from home without taking sick leave; however, recommendations for policy development continue to move forward.
- Changes to Motion Program-K. Baranovic reports approved changes to Motion program are to take effect January 1, 2022. This will reduce the total to a \$2 max. daily amount earned by participants. Cost savings will go into a Chronic Management program. K. Baranovic solicited response to this decision via email from Council members. Discussion regarding the lack of transparency and input from elected representative groups (i.e PSC) and shared governance concerns were brought up. K. Baranovic reported he would notify Human Resources of the Council's concerns with how these changes to the Motion program were conducted.

## New Business

- Scholarship Donation Links -- K. Baranovic reported there has been a new scholarship established –The Kevin Miller Memorial Scholarship – in honor of Kevin Miller who recently passed away. D. Savarino provided information on how to donate as with recent website changes, the forms and process has changed. Recommended to contact Nikki Long with questions on scholarship donations. K. Baranovic brought up the University's response to loss of employees or family members, especially in recent months, and sought feedback from meeting attendees on the sense of lack of consistency in the University's response to such matters. D. Seabaugh indicated no protocols from Human Resources regarding how to report passing of University members or family members currently. Discussion took place regarding potential

process and considerations for initializing a process. Ideas were presented and K. Baranovic indicated he would draft email to send to A. Davis regarding questions on establishment of a University response.

- Sick Leave Donation Pool – K. Baranovic reported there has been feedback from professional staff members to seek establishment of a shared sick leave pool for those affected by catastrophic illness or events. K. Baranovic provided background on how other universities/employers have these and opened discussion for developing a proposal to send to A. Davis (Human Resources) through development of an ad hoc committee. The following volunteered to serve to assist in drafting this proposal: F. Lockhart, K. Baranovic, J. Woolf, D. Savarino, K. Krodinger and A. Hancock. K. Krodinger mentioned in previous years proposals of this type have been denied but volunteered any information from previous drafts to assist in a current draft.

## Committee Reports

- Administrative Council – Kris Baranovic (FY22)-K. Baranovic was not able to attend last meeting. K. Krodinger provided notes generated from B. Skinner who was in attendance. D. Below out on extended leave; T. Ball acting Dean of Students through end of November. Strategic Plan in final updates. Homecoming events coming up—M. Irby main point of contact on these. Title III grant was awarded for a 5-year cycle-Dr. Koch is lead on this. Academic Program updates underway. Board of Governors has changed. Statewide equity study underway.
- HLC Accreditation Committee – Kris Baranovic (through spring 2023)-K. Baranovic reports committee currently going through self-report. Focus on co-curricular activities and assessment will be important factors moving forward.
- Athletics Committee – D. Seabaugh reports this committee had first meeting last week. Mostly served as a networking and welcome meeting. Biggest discussion was new stadium.
- Benefits Review – Kris Baranovic and D. Savarino (FY22)-No meeting or report
- Budget Review – Kris Baranovic and D. Savarino (FY22)-No meeting or report
- Funding for Results Team – Angela Birk (not in attendance) (through Spring 2023)-No meeting or report
- Parking Appeals – Angela Birk (not in attendance) and To Be Determined (FY22)-No report
- Strategic Action Plan Committee – WyKeshia Atkins (not in attendance) – No report
- University Equity and Inclusion Committee – To Be Announced-No report

## Council Member Department Announcements

- University Marketing – D. Savarino highlighted the launch of the new website and gave accolades to IT for all their help in a successful launch. Reported Google currently crawling site and making updates. There is a current backlog on vendor supply for paper products—if departments need printing suggested to get orders in with more of a grace period than previous process times.
- Recreation Services -- E. Redinger reports while numbers were down on this year's Employee Wellness Screening event, they were consistent with other SE Health outreach events in the region. Vaccination clinics are still occurring on campus. Need 6 months from 2<sup>nd</sup> dose for boosters. E-Sports Coordinator interviews happening, Facilities & Aquatics Coordinator interviews upcoming.
- Academic Advising and ACP – A. Eller reports currently in search for new Administrative Assistant. Staff working on adding internal documents to Portal following launch of new website. Spring enrollment happening soon—advising workshops and open labs for enrollment questions have been scheduled. Master Advisor workshops for fall and spring semesters are out. J. Contrino reports ACP is moving along; midterm grades and experience of students retreating at this point of the semester causing referrals to campus partners for this group of students to enhance their success.
- Budget – A. Hancock reports forms from Budget Office are going to the Portal now since launch of new website.

- Human Resources – D. Seabaugh reports Benefits Open Enrollment runs October 25-November 5, 2021. Benefits forms now on HR link in Portal as internal facing documents. P. Seabaugh is now in another position on campus, so any concerns related to student employment should be routed to [humanresources@semo.edu](mailto:humanresources@semo.edu). Reports there are updates to tuition reimbursement program; voluntary worksite benefits changing as low participation causing vendor to pull away from contract. New vendor for life insurance program. Training & Development will have a customer service training soon for employees.
- New Student Programs – K. Krodinger reports FirstSTEP orientation going back to in-person events, with supplemental content delivered virtually.
- Center for Behavioral Health & Accessibility – M. Odhaimbo reports due to number of referrals being requested for services, they are operating on a brief counseling model; appointments are scheduled bi-weekly or monthly.
- Academic Technologies – F. Lockhart reports currently resolving concerns around students being dropped via the grade reporting feature.
- Information Technology – D. Hopkins reports RFP for new portal system pending; new product desired by July 1<sup>st</sup>. MFA being forced end of the month as insurance of provider requiring this. Discussion of new portal system ensued—D. Savarino provided insight into how to navigate information for website or Portal. Website = external audience; Portal = internal audience. General questions about how links and information are shared/stored as we anticipate a new portal system.
- Center for Teaching & Learning – K. Baranovic reports assessment is ongoing at mid-point in semester, but through midterms! S. Scott is continuing to define processes on programs, etc. K. Baranovic requested a call for program suggestions CTL can offer to professional staff and format. Discussion took place on potential program offerings and format/time of day, etc.
- Career Services – J. Woolf reports appointments are holding steady in-line with advising season. Next event is the Etiquette Dinner on November 9<sup>th</sup>.
- SE Online – H. Sumner reported on an engagement software program called CourseArc being explored by SE Online staff.

With no further reports, K. Baranovic adjourned the meeting at 11:12 am.

### Meeting information

---

*Next Meeting:* Nov. 17, Redhawks Room/Zoom

*Future Meetings:* Dec 15, Jan 19

Zoom Information:

Link: <https://semo.zoom.us/j/94588401163>

Meeting ID: 734 539 0751