

Meeting called to order at 10:04 am by K. Baranovic, Chair

Attendance

K. Baranovic	H. Sumner	
D. Savarino	T. Williams	
J. Woolf	K. Seabaugh	
D. Hopkins	A. Hancock	
K. Krodinger	L. Seabaugh	
A. Eller	M. Barrows	
E. Redinger	J. Bruenderman	
D. Seabaugh	L. McAlister	
J. Contrino	H. Lynn	
F. Lockhart	L. Michel	
M. Harper	A. Thompson	

Reports

- Chair Report – K. Baranovic reported that while not much movement on remote work policy since previous meeting, still working on it. Also reported there are current concerns with 12% budget cut—formal discussions to begin January 2022.
- Chair-Elect Report – D. Savarino showed potential designs of T-shirt for 2022 PSC Staff Breakfast and requested input from attendees on design. Wants to place order soon as supply chain is affecting availability. Also discussed format for breakfast (drive thru/walk-up/sit down option) and where to hold depending on format. Recreation Center was suggested, as was Show-Me-Center meeting room/front drive. Writing of Thank You cards to staff was determined as another aspect to next year's breakfast and volunteers requested.
- Secretary/Treasurer Report – J. Woolf reported no new updates to balance. Confirmed we did receive carryover.

Ongoing Business

- Nominate second member to Parking Appeals Committee – F. Lockhart self-nominated.
- Report on sick leave donation policy-K. Krodinger shared content on other universities' shared sick leave policies as guideposts in development of proposal for SEMO. Reported highlights to various policies, as well as potential concerns. D. Seabaugh reminded attendees that for MOSERS 168 hours of accrued leave equals a month of service and how this could be a factor in employees contributing/use of a shared use policy. Discussion among attendees regarding aspects to include, pros/cons, and moving forward with policy. Determined draft written by February PSC meeting.
- Questions/Concerns regarding changes to Energy Conservation Hours-K. Baranovic opened floor to attendees for discussion regarding changes to policy. Questions on the language of the email sent to all staff and interpretation were raised. Concerns over enforcement/potential abuse, how supervisors will track, report, or approve were raised. Agreement that it did allow for more flexibility and allowed for more equity to those employees who may need to stay until 5pm during ECD, but it was conveyed more clarification from Human Resources would be encouraged

as it was unclear if supervisors are approving the ability of staff to **stay until 5pm** or to **leave at 4pm** during these days of the year.

- Employee Wellness – K. Baranovic opened the floor to E. Redinger to share employee wellness benefits offered through Recreation Services. This includes Free Rec Center membership for all full time, benefit eligible faculty or staff. This membership includes Group Fitness classes, Fitness on Demand, and Virtual Options. E. Redinger agreed to create flyer/newsletter on options to share via PSC listserv. K. Baranovic also reported CTL will be hosting a panel discussion geared towards staff to discuss how to manage “feeling left behind” due to staff reductions, mass retirements, etc. in the workplace.

New Business

- Proposal for institutional grief policy -- K. Baranovic opened floor for discussion on a policy draft to notify campus groups (staff, faculty, students) of employee passing's. K. Baranovic began suggestions-in favor of an email with the obituary as all details, including donation information, would be included and the university would be providing the notification of the passing, not suggesting action with sharing of the obituary. E. Redinger also recommended this. F. Lockhart suggested an “In Memoriam” in Newswire. Discussion of the ideas among attendees and pros/cons to each idea presented. Determined draft of proposal to include suggestion of Active faculty/staff/students would receive notifications in a listserv fashion for current university employee's passing.
- Bylaws refresher – K. Baranovic reported there have been some attendance issues among current members and provided a refresher. No member is to miss more than two PSC meetings, including alternates, during term. Due to leadership changes early in year this is understandable bylaws might not have been read/interpreted/available. Making changes to get bylaws to PSC Teams folder available to all members.

Committee Reports

- Administrative Council – Kris Baranovic (FY22)-K. Baranovic highlighted University will celebrate 150 years next year—Committees being formed to plan events in celebration. Title III grant awarded. Provided an introduction to H. Lynn (in attendance at meeting) and her role working with Enrollment Management and Student Success to target students for re-enrollment back to the university during hiatus from pandemic.
- HLC Accreditation Committee – Kris Baranovic (through spring 2023)-K. Baranovic reports co-curricular activities important; office visits scheduled to discuss these activities.
- Athletics Committee – D. Seabaugh reports last meeting was a presentation from A. Black on legislation affecting NCAA rules and graduation rates currently at 84%. E. Redinger reports NCAA now allows students to transfer and not lose eligibility. Updates from B. Barke on stadium initiative.
- 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 – Dustin Hopkins 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

- Recreation Services -- E. Redinger reports vaccination clinics ongoing-2 more scheduled for semester; boosters are available. Reduced hours over break periods. E-Sports Coordinator and Aquatics Coordinator positions are filled! MOSEF E-Sports Tournament happening December 3rd in UC. 642 active members in E-sports club, with 11 competitive teams.
- Academic Advising and ACP – A. Eller reports most students enrolled for spring 2022. Hiring for an Administrative Assistant and Academic Success Coach.

- SE Online – H. Sumner reports preparing for winter intersession. Position for Assistant Director of Early College Programs open.
- Human Resources – D. Seabaugh reports employee benefits enrollment complete. Currently working on year-end tasks; including W-2 preparation. Reminded employee self-evaluations upcoming.
- Kent Library – L. McAlister reports the Pop-up Shop will be hosting an event Dec. 8th 9-Noon for student work.
- IT – D. Hopkins (on behalf of F. Lockhart) requested interest from attendees on a presentation to staff on services provided through IT. Agreed to pass along interest to schedule a day to host such a presentation.
- University Marketing – D. Savarino reported still updating website, but staff now moving to assisting departments with website developments and also assisting with the new alumni newsletter.
- Center for Teaching & Learning – K. Baranovic reports tech concerns from faculty as we head into end of semester/planning for spring. Working on resolving those issues as they come.
- Career Services – J. Woolf reports currently hiring for a Coordinator for Experiential Learning as a result of Title III grant.
- New Student Programs – K. Krodinger reports first in-person FirstSTEP event held last week after hiatus due to pandemic. Mentioned Director for Academic Advising position open as C. Heisserer is retiring. Title III grant will allow to create a parent and family communication portal.
- Student Financial Services – M. Harper reports Dec. 1st endowed scholarships open. Link on portal and also at semo.academicworks.com. Currently, they have filled the Assistant Director position in the office, while two coordinator roles are in interview stage. FAFSAs are pulled for 22-23. A+ for dual credit approved recently through State. Eligibility process begins at the high school, goes to State. Applicant approval rests at State level.

With no further reports, K. Baranovic adjourned the meeting at 11:51 am.

Meeting information

Next Meeting: Dec. 15, Redhawks Room/Zoom

Future Meetings: Jan 19, Feb 16, Mar 16

Zoom Information:

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

Meeting ID: 734 539 0751