

Meeting called to order at 10:01am by K. Baranovic, Chair

Attendance

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| K. Baranovic | R. Pensel |
| D. Savarino | H. Lynn |
| J. Woolf | A. Thompson |
| A. Eller | H. Sumner |
| A. Hancock (new term) | M. Biros |
| G. Grojean (new term alternate) | T. Stevens |
| L. Miller (new term alternate) | L. Perry |
| C. Sierman (new term alternate) | L. Seabaugh |
| D. Hopkins | J. Gerard |
| J. Contrino (outgoing term) | K. Mayfield |
| E. Redinger (outgoing term) | E. Cieslewicz |
| A. McFerron (new term alternate) | T. Williams |
| D. Seabaugh (new term) | M. H. Talbut |
| B. Lockhart (new term) | J. Moore |
| F. Lockhart | |
| K. Krodinger (new term) | |
| A. Tinney (new term alternate) | |
| M. Harper | |

Reports

- Chair Report – K. Baranovic opened the meeting with an address to all incoming newly elected members to terms of the Professional Staff Council and provided a verbal outline of policy and procedures for membership, meeting attendance, and expectations for participation and information sharing as a representative council for all professional staff. K. Baranovic shared appreciation for the work conducted over the past year by the Council, particularly the drafts shared to HR on remote work policy and a shared sick leave policy. He considered the Council to have made progress in increasing transparency across campus. He expressed hope that work would continue on some initiatives that had not moved forward, such as a process for information sharing when an employee passes away and the formation of a staff wellness program to also include mental as well as physical health topics.
- Chair-Elect Report – D. Savarino reported T-shirts for the breakfast are in and handed these out to Council members present in order for these staff to wear as volunteers at the Breakfast. Volunteers to package meals that day needed-show up at Holcomb Success Center June 1st at 7am. 7:30am Breakfast will begin serving. Drive thru registered at 110 and in-person registered at 45. Please get thank you cards to Dana by June 1st.
- Secretary/Treasurer Report – J. Woolf reports current balance is \$4,250.12. Outgoing payments pending for T-shirts (\$1,208.00) and Chartwell's (approx. \$1,508.00) will bring balance to approx. \$1,533.00 which is more remaining than in previous years, however we are also working with more budget carryover as there was no breakfast in 2020. Will need to revisit Breakfast planning next year and any additional events pending approved budget and any carryover allowed.

Ongoing Business

- Elections: Chair/Chair-Elect/Secretary-Treasurer
K. Baranovic provided information to all attendees on eligible members for election of each leadership position on the Council and summary of responsibilities.
-Chair Nominations: K. Baranovic nominated by D. Savarino, seconded by K. Krodinger, F. Lockhart and J. Woolf. K. Baranovic accepted nomination. No additional nominations. K. Baranovic elected Chair uncontested.
-Chair-Elect Nominations: K. Krodinger nominated by D. Seabaugh, seconded by D. Hopkins. K. Krodinger accepted nomination. D. Seabaugh nominated by D. Savarino-declined nomination. J. Woolf nominated by D. Savarino-declined nomination. K. Baranovic nominated A. Hancock, seconded by D. Hopkins and K. Krodinger. A. Hancock and K. Krodinger nominations put to a vote-A. Hancock elected as Chair-Elect by majority vote.
-Secretary-Treasurer: J. Woolf self-nominated. No additional nominations. J. Woolf elected uncontested.

Committee Reports

- Administrative Council – Kris Baranovic (FY22)- First F2F meeting in 2 years; FM projects- particularly the tunnel project which will take 1 1/2 years to complete largest topic takeaway from this meeting.
- HLC Accreditation Committee – Kris Baranovic – reports D. Koch recently had accreditor training so information going through him. Still working on obtaining co-curricular activities from departments.
- Athletics Committee – D. Seabaugh – B. Hengst spoke at most recent meeting about her role in Holcomb Success Center and professional development programs for student athletes. D. Seabaugh provided updates on current standings for track, softball and baseball. Agreed to stay on committee to represent Council for next year.
- Benefits Review – Kris Baranovic (FY22)- No meeting
- Budget Review – Kris Baranovic – No meeting
- Funding for Results Team – TBA--No meeting
- Parking Appeals – F. Lockhart reports no meeting; will continue to serve on committee as needed.
- Strategic Action Plan Committee – WyKeshia Atkins not present; no report
- University Equity and Inclusion Committee – To Be Announced-No report

Council Member Department Announcements

- Admissions -- A. McFerron reports Rising Scholars program happening over summer; June 1st is the scholarship deadline. B. Lockhart reports currently hiring for an Admissions Counselor position; Golf cart campus tours happening over summer.
- Marketing & Communications -- D. Savarino reports will have an opening in Communications posted soon. Currently department is busy with graduation ceremony media.
- Academic Advising -- A. Eller reports currently fully staffed with the hire of L. Ross and N. Chandler. Staff attending NACADA conference. Master Advisor Trainings and new student orientations over the summer months.
- Academic Coaching Program -- J. Contrino reports enrollment numbers up from previous semesters for program; currently looking at evolving UI101.
- Registrar -- L. Miller reports nearly 1,400 graduated last weekend and busy with graduation processes. Summer sessions began and operate off a M-Th schedule to coincide with the regional campuses.
- Campus Life & Event Services -- G. Grojean reports Camp Redhawk upcoming; hours of operation for campus dining over summer months; Bookstore front being refreshed so this will impact lower-level entrance to UC.
- Returning Students -- H. Lynn requested attendees to forward any students who may be interested in re-enrolling her direction.

- Human Resources -- D. Seabaugh reports mid-year evaluations upcoming; reminded of 4pm hours and recording any leaving at 4pm as PTO hours in summer. Provided attendees with a hint about the "copy" feature in the timesheet. PSC leadership indicated they would pass this along to staff via email reminder.
- SE Online -- H. Sumner reports organizational changes as N. Bullock is leaving. Offices will report to Provost; they are now fully moved into Kent 305 and Writing Center is in space at Kent 309.
- Education Field Experiences -- R. Pensel reports currently working on placement activities for students and they are currently hiring for a Field Experience Tech.
- Recreation Center -- C. Sierman reports summer camp preparations happening currently. E. Redinger reports commencement exercises clean-up happening; discount offered over summer for students; Redhawk Kids Camp going on in coming weeks. Lifeguards needed-if you know of interested students refer them to C. Sierman.
- Facilities Management -- A. Tinney reports tunnel project major undertaking along with other summer projects, conversations still ongoing about the potential outsourcing of Custodial Services.
- Purchasing -- A. Hancock reports purchase of new Portal almost complete.
- Information Technology -- D. Hopkins reports new Portal goal to be operational by fall semester; campus technology upgrades and refreshes ongoing; tunnel project may cause outages as new fiber being ran so be prepared for this. Windows 11 upcoming and request for staff interested in upgrading system to contact as test of new system.
- Career Services -- J. Woolf reports student appointments currently slower, but limited staffing as no GAs in office during summer. Currently working on updates to website to include section on "what experience is" and verbiage to streamline internship search process and for-credit requirements.
- Center for Teaching and Learning -- K. Baranovic reports for their Summer Institute series staff are invited to attend; limited staffing over summer so asked for patience with work tickets.
- User Services -- F. Lockhart stressed the need for an academic dishonesty policy for the campus.
- Student Financial Services -- M. Harper reports aid packages being created, scholarship deadline for continuing students June 13th.
- New Student Programs -- K. Krodringer reports orientations over summer months happening; Welcome Back Picnic emails have gone out to participating offices-if you want to be involved just let her know. Opening Week volunteers will be needed; request going out soon.
- Other announcements-- K. Baranovic reminded attendees of agenda for June meeting will be Brad Sheriff to discuss budget. D. Savarino reminded attendees of Teams chat and how new members will get an invitation.

With no further reports, K. Baranovic adjourned the meeting at 11:06 am.

Meeting information

Next Meeting: June 15, Redhawks Room/Zoom

Future Meetings: July 20, Sept 21, Oct. 19

Zoom Information:

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

Meeting ID: 734 539 0751