

**Southeast Missouri State University  
Professional Staff Council Meeting  
Minutes – January 16, 2019**

**QUORUM AND CALL TO ORDER:** The Professional Staff Council (PSC) was called to order at 10:00 am in the UC Heritage Room by Chairperson, Katie Krodinger. PSC representatives in attendance were: WyKeshia Atkins, Paul Belvin, Angela Birk, Priya Cramer, Heath Hase, Lisa Howe, Katie Krodinger, Chelsea McNeely, Egbar Ozenkoski, and Sean Spinks. Guests were Dr. Debbie Below, Vice President for Enrollment Management and Student Success and Matthew Rolwing, Student Government President.

Debbie Below reported on the Strategic Enrollment Planning Process, stating that meetings were upcoming. Matthew came in a bit later and said that student government wants to deepen relationships with other units on campus, and would like student government representation, especially with issues such as fee increases, changes in academic calendar, etc. Also suggested someone on PSC could come to monthly student government meetings to share updates on university issues.

**Chairperson Report**- Katie Krodinger

- Old Business
- New Business –there is a new director of UCEC/Child Enrichment Center, Byron Henderson. Dept. websites are now updated.
- Administrative Council Update -- has met. Will have new governor budget info. by the end of the month. Spring enrollment is down which is typical. Another VRIP (Voluntary Retirement Incentive Program) is being offered, with the *application* window begin date January 21, 2019 and the window end date March 7, 2019. First *retirement* date for both faculty and staff is May 31, 2019 and final VRIP retirement date for both faculty and staff is December 31, 2020. University Studies program is now General Education program. Campus masterplan was discussed at the December Board of Regents meeting. Academic calendar discussions are still ongoing.
- Benefits Review – has not met.
- Budget Review – has not met.
- Funding for Results Team

**Chair-Elect Report** –Heath Hase

**Secretary/Treasurer Report** – Lisa Howe: December report submitted through Web Communications/Web Q, took two weeks longer due to students being on break and IT being short of help.

**Committee Reports:**

**AQIP, Bonnie Modglin:** no report.

**Athletics Committee, Joanna Shaver:** no report.

**Information Technology, Chelsea McNeely:** no report

**University Equity and Inclusion Committee, Eric Redinger:** no report.

**Council Member/Departmental Announcements:**

**Academic Support Center, WyKeshia Atkins:** tutorial database is up and running, TRIO day celebration is coming up.

**Information Technology, Paul Belvin:** they have a new director, Steve Baker. Crisp Hall is now offline.

**Accounting Services, Angela Birk:** Tara Lutes is working under Sue Wilde, Heather left Purchasing, accounting is short-handed again.

**Int'l. Education & Services, Priya Cramer:** they will be moving to International Village beginning Tuesday, Jan. 22. Looking forward to PSC breakfast. Priya is going on a recruitment trip, as is Kevin Timlin (Zimbabwe, Nepal, Korea).

**EdVolution Center, Heath Hase:** Heath has been asked to apply for the Apple Distinguished Leader award.

**Kent Library, Randyn Heisserer-Miller:** no report.

**Facilities Management, Lisa Howe:** Crisp renovation has begun, we open bids for biology greenhouse renovations Jan. 29, track bldg. will be getting a new locker room (separate building).

**New Student Programs, Katie Krodinger:** more staff changes, they have two new recruiters, First STEP signups are underway.

**Southeast Online, Chelsea McNeely:** enrollment is flat, which is good.

**Human Resources, Bonnie Modglin:** no report.

**Student Financial Services, Egbar Ozenkoski:** one vacancy, they have two new people, FAFSA and other organizations are affected by govt. shutdown.

**Campus Life & Events, Joanna Shaver:** no report.

**Educational Access Programs, Sean Spinks:** no report.

**Recreation Services, Sara Wagganer:** no report.

**Military & Veteran's Services, Amanda Woods:** no report.

**ADJOURNMENT & NEXT MEETING:** There being no further discussion, the Council adjourned at 11:43 am. The next meeting is scheduled for Wednesday, February 20, 2019, at 10:00 am in the University Center Heritage Room. Minutes respectfully submitted by Lisa Howe, Secretary-Treasurer.