

**Southeast Missouri State University  
Professional Staff Council Meeting  
Minutes – December 19, 2018**

**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: Heath Hase, Randyn Heisserer-Miller, Lisa Howe, Katie Krodinger, Chelsea McNeely, Bonnie Modglin, Egbar Ozenkoski, Joanne Shaver, Sean Spinks, and Sara Waggener. Guests in attendance were Alissa Vandeven/Human Resources and Carrie Taylor/International Education and Services.

**Reports:**

**Chairperson Report-** Katie Krodinger

- Old Business – All projects were funded on “Giving Day”. The Carpe Diem event had over 700 people in attendance, student government has reorganized. Facilities Management will be testing fire alarms and elevators over break. The Higher Learning Commission (HLC) did regional campus site visits.
- New Business – There are Board of Regents updates, there were academic calendar break discussions for 2020 and discussions about extending length of school year, and starting school earlier in August.
- Administrative Council Update – has met twice. Brand refresh was done, Ologie was here, new visual identities. Discussed enrollment declines nationwide, need market diversification.
- Benefits Review – One time pay bonus was discussed. Another VRIP is coming, more info. by Friday via Newswire. In early Jan., packets will be sent to VRIP qualifiers, will be more retirement dates to choose from- up to 18 mos. Benefits subcommittee is looking at health insurance and working with Sonus Benefits who has already benefitted the university with savings suggestions. A feasibility study is being done to see if we would want to become self-insured, which would give us more flexibility. We have 1150 benefit eligible employees, 1800 w/retired and dependents. Alissa will do a summary sheet in January and share with Katie. We do need reserves for high claims. Alissa then discussed the new performance appraisal system, the new form can't be saved, and there are a few glitches. A few people gave opinions of the new system, which overall were positive.
- Budget Review – There were less withholdings but the enrollment decline balanced that out. There has been a minimum wage increase.
- Funding for Results Team – 20 proposals for grants, there were student projects for each college.

**Chair-Elect Report** –Heath Hase: no report.

**Secretary/Treasurer Report** – Lisa Howe: Facilities Management has two long time employees retiring, Lonnie Williford, custodial supervisor, and Dennis Koeberl, grounds lead.

**Committee Reports:**

**AQIP, Bonnie Modglin:** See “Old Business” above re HLC.

**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:** no report.

**Information Technology, Paul Belvin:** no report.

**Accounting Services, Angela Birk:** they have interviewed for two positions, no one hired yet.

**Int'l. Education & Services, Priya Cramer:** Carrie Taylor reported that Intensive English offices moved to International Village, International Programs is moving Jan. 22.

**EdVolution Center, Heath Hase:** no report.

**Kent Library, Randyn Heisserer-Miller:** they are interviewing, have two new professionals.

**Facilities Management, Lisa Howe:** Cyber Range renovation occurring in Dempster, International village classroom furniture has arrived, Group housing card reader installation is underway. Crisp Hall renovation will begin in January, and a separate building will house men's and women's track locker rooms, will open bids next month.

**New Student Programs, Katie Krodinger:** Jan 22-26 there will be transfer student events, orientation.

**Southeast Online, Chelsea McNeely:** no report.

**Human Resources, Bonnie Modglin:** open enrollment is done, W2's will be out in Jan. Gloria Todd is leaving soon.

**Student Financial Services, Egbar Ozenkoski:** 1379 award letters have been sent to students.

**Campus Life & Events, Joanna Shaver:** scheduling software is changing, now Outlook has reservations. MLK dinner is coming up, new student events, read-a-thon, Greek chapters have received 5 star chapter program awards.

**Educational Access Programs, Sean Spinks:** getting grades in, Southeast coordination team.

**Recreation Services, Sara Wagganer:** they have a new stereo system, new equipment. Fitness schedule is out for spring.

**Military & Veteran's Services, Amanda Woods:** they have a new office team, new work study students.

**ADJOURNMENT & NEXT MEETING:** There being no further discussion, the Council adjourned at 11:16 am. The next meeting is scheduled for Wednesday, January 16, 2019, at 10:00 am in the University Center Heritage Room. Minutes respectfully submitted by Lisa Howe, Secretary-Treasurer.