Staff Senate Minutes
Wednesday, April 10, 2013 - 9:00 AM, Billingsly Boardroom

Members Present: Heather Arnold, Michelle Arwood, Mike Davies, Melanie Epperson, Robert Frossard, Alicia Hughes, Aaron Lewis, Nancy Rainey, Olive Talley, and Julie Wengert.

Member(s) Absent / Excused: Josh Doak, Gary Edwards, Brenda McDaniel, Tonya Nickle, Bob Tessman, and Judy Wilmoth

Determination of Quorum: Ten of Sixteen active members present at the beginning of the meeting, quorum established.

Call to Order: Arwood called the meeting to order at 9:00 AM.

Approval of Minutes: Wengert made a motion to approve the minutes; Arnold seconded the motion. The motion was approved.

Administrative/Special Guest Comments:
Steve Benfield, Director of Campus Recreation announced the 75th Anniversary 5K (walk/run) that will be taking place on Saturday, April 27th. Registrations forms were distributed with encouragement for everyone to attend the event. It is open to the public and Mr. Benfield would like to see a strong MSSU employee showing. The route will lap the campus, stay off main roads and hopefully show off MSSU to the participants while providing a safe event. He hopes to make the MSSU 5K an annual event. On the same day, following the 5K event and awards on the oval at 10:00 AM, the MSSU’s Southern Spree will commence with a variety of activities until 4:00 PM. The event will feature live music, Rib Crib BBQ, Arts and Crafts and lots of “family friendly fun”.

Committee Reports: Arwood called for Staff Senate committee reports:
1. Communications Committee – did not meet.

2. Elections Committee – will meet on April 11, 2013.

3. Executive Committee – Met and discussed the succession planning needed due to the pending resignation of Tessman. Addressed in new business.


5. Staff Welfare Committee – The committee is working on a proposal for “Restore the Roar” which is a team-building event. Additional revisions are in process for the Day Care Discount and Tuition/Degree Incentive proposals.
Arwood called for campus committee reports:

1 Administrative Council
   (a) Dr. Lipira announced that an academic team will make a trip to the 3M Company in Nevada, Missouri to discuss the details of a request for education opportunities for their employees.
   (b) Advisors are able to enroll now without a student pin number through LiOnNet.
   (c) Carolyn Price, a student, has been hired by the President’s Office to oversee the gathering of departmental/program policies. She will be contacting department and program directors to assist with the format and template of policies that will be forwarded for posting on Share Point.
   (d) Dr. Lipira encouraged the use of social media to communicate with students. She noticed postings of the Outstanding Students on Facebook and considered that great positive publicity and a good way to recognize student accomplishments.

2 Appreciation Committee – Hughes reported that the Quarterly Coffee will take place on Friday, April 26th from 7:30-8:30 AM in BSC #309. Donuts, MOSO Muffins, Coffee/Iced Tea and candy bars will be available. Plans for Employee Picnic in August are underway.

3 Budget Advisory Council – Talley reported:
   Remarks from the President Speck:
   • The MO House has proposed a budget that will appropriate $253,000 less to MSSU than last year...down from $756,000 to approximately $503,000. The proposal still has a way to go to move through the legislature for approval: http://www.missouristate.edu//executive/fy14calbudgetprocessendar.htm

   Apr. 15, 2013       Budget Templates due back to Budget Office, Last day for processing of PAFs for FY14 budget
   Apr. 26, 2013       Executive Budget Committee meets to discuss state appropriation outlook for FY2014
   May 16, 2013        Board of Governors – Review of FY14 Operating Budget
   June 21, 2013       Board of Governors – FY14 Operating Budget Approval

   • Western Governors University will be coming to Missouri giving MSSU direct competition. It is a strictly online, accelerated, affordable and accredited university that offers bachelor’s and master’s degree program. It is a competency based education which means no grades are earned; a student is tested to determine at or Above Competency or Below Competency. Students earning At Competency are considered to have a “B” average (3.0) Southwest Missouri has a population base of at least 7,500 working adults with some college. That makes them prime recruits for online studies. MSSU needs to consider the online/evening/weekend school that meets the needs of those potential students. Many working adults would rather attend face to face classes but need class schedules that do not disrupt their livelihood. Many of these working adults would pursue education in the area of technology, business and the health care industry.

   MDHE Letter:
   • Linda Eis reported that MSSU received notice from MDHE via David Russell that the CPI was actually approved higher than was anticipated when MSSU proposed the tuition increase to the BOG; which was approved. Rather than change the tuition rate now, administration has opted to add the .02 to the books as the starting place for CPI calculations for FY15. The 0.2 loss in revenue is estimated to be $2,000 overall.

   • Bonding possibility update:
• Rob Yust heard from the MSSU Lobbyist that bonding is still being discussed. If approved, MSSU could be allotted 26 million dollars at a 10% match cost to MSSU. That money will do a lot of the heavy lifting for the Reynolds Hall renovation...was only mentioned casually.

FY 2014 Budget Preparations:
• Fluctuations in enrollment affect revenues generated from tuition, text rental, student fees and residence hall fees.

• Preparation for budget relies heavily on projection. Up until 2011, enrollment increased making increases in budget allocations reliable. Since Fall 2011, enrollment has declined. Projections remain stagnant while the cost of doing business increases: compensation and benefits are among the top important expenditures. $500,000 increase in benefits goes to MOSERS (a fee assigned by them).

• Bids for health insurance will go out next year, however, that industry operates on a calendar year cycle, so any savings in that area will only affect ½ of the MSSU fiscal year. Also, when the Fixed Cost Tax is assessed for health care, MSSU must pay $63 per employee.

• Other expenses include items that will eventually provide revenue, but are front-loaded with fees:
  • Noel Levitz Consulting Fees, Adjunct stipends for LLL.

• Utility costs continue to climb. Employees have done a very good job of curbing unnecessary use of electricity and there comes a point at which the university cannot cut back further. The institution requires a certain amount of purchased energy to operate. Unfortunately, the cost of energy increases at a rate faster than revenues can match.

3 Diversity Committee – Arnold reported the campus currently conducting Diversity Week activities: Stained Glass, Salsa dancing, International Club Expo, Lincoln movie, Exploring Religions Panel, luncheon with Lion Club Croissants.

4 Faculty Senate – Tessman (absent) left a brief report with Arwood.
• There will be an All-Faculty Meeting on April 25th.
• Julie Wengert presented a Dual Credit overview for FS.
• There was some preliminary discussion regarding a course re-design for COMM 100.
• Tessman reported to FS the SS projects list for FY14. They seem underwhelmed and unimpressed, in his assessment.
• He was questioned about why SS was not pursuing professional development for staff.
• FS members insisted that SS has failed governance.
• [side comment from Arnold following discussion about FS remarks] Arnold reported that some Leadership Academy projects could be filtered to SS, if desired. For example: The Leadership Academy has selected their annual project: Paint the Town Green and Gold. The project will include finding discounts from merchants for MSSU employees and students who present with MSSU ID. In exchange for discounts, MSSU will provide memorabilia for display in retail and business offices. The project proposal has not been presented to the President’s Council, but is ready.

5 Orientation & Training – Wilmoth and Nickle both absent. No report.

6 Shared Governance – Lewis reported:
• Brian Fronzaglia was elected president of the Permanent Shared Governance Committee. Molly Shoemaker, Student Senator will take minutes for the committee.
• The first charge will be to review the Task Force Committee results from the Employee Surveys and determine strategies for better participation.
7 Strategic Planning – Did not meet.

8 75th Anniversary – Lewis reported the following activities:
   - Date TBD, Diamond Dash on March 28th, Teenage Mutant Ninja Turtles will be the 90’s movie presentation
   - April 26th & 27th, Spring Spree
     - Book Signing
     - Spring Fling Picnic
     - 5K, (Sat) 9:00-10:30 AM, with BBQ competition to follow. Will involve off-campus community and booths for arts and crafts
   - Encore presentation of, “Patsy”, 7:00-10:00 PM Taylor Auditorium (with invitation only reception following)
   - Thomas Hart Benton documentary
   - Open House and Campus Tours: Charles Nodler, MSSU Historian and Brad Belk, Joplin Historian will be conducting the campus tours
   - Musical Performance will be at an off campus location
   - 75th Ann. Gala at Leggett and Platt (sponsored largely by the Foundation); string music, dancing, light hors d’oeuvres. This event will be free to employees and their guest, invited community members, as well as to some special student guests. Campus invitations should be distributed this week.

Old Business:
Arwood confirmed status of an ad hoc committee to administer and analyze the Staff Survey. Arnold will chair, Epperson, and Lewis will represent the senate and Jim Sayles from IT will represent the constituency.

New Business:
1 Wengert distributed copies of recommended revisions the current Staff Senate bylaws. She asked that senators carefully review and send comments/questions to the Legislative Oversight Committee members: Nancy Rainy, Greg Jackson, Judy Wilmoth, Brenda McDaniel and Julie Wengert. The changes reflect mostly formatting, uniform capitalization, spelling and uniform outline style. Wengert requested an email vote to approve the changes within the next two weeks (by Wednesday, April 24, 2013) in order to have the revisions ready for the new senators after the next election.
2 Arwood discussed in brief the resignation of president-elect, Bob Tessman due to an education/career opportunity he will be undertaking. Nominations to replace him were called for: Hughes and Lewis were nominated and both accepted. Due to the low number in attendance and in the interest of shared governance, an electronic vote was requested. Arwood will contact Doak of the elections committee to set up the electronic voting procedure and he will report the result to the senate.

   Follow up: The election results concluded that Hughes received the simple majority of votes and will serve as the president-elect for the remainder of Tessman’s term. She will serve as president for FY14.

Comments and Announcements/Guest Input:
1 Congratulations to Heather Arnold and Nicole Brown for receiving the Young Professionals award.
2 Gallery comments included questions regarding the newly instituted Lion Pride tuition for out-of-state students. The in-state rate affords opportunity to a larger population and provides incentive for first-semester ‘less than successful’ students to return, whereas in the past the higher tuition was cited as a reason for non-returning at-risk students. Lion Pride Tuition makes trying again more affordable. If successful, students are more likely to return to complete their degrees over the next four years. Retention was the incentive behind the Lion Pride Tuition policy.
3 The gallery has questions about the insurance bid process: who is on the committee and can the senate request staff placement on that committee? Arwood will take the question to the president’s council.

Anonymous Comments
Attached. The comments were discussed and determined that Arwood would forward them to the President’s Council.

Adjournment: Wengert made a motion to adjourn. Davies seconded the motion; motion carried. The meeting was adjourned at 10:15 AM.

Next Meeting: Wednesday, May 8, 2013 in Billingsly Board Room

Respectfully submitted by: Olive Talley
Staff Senate Comment Form

Received 3/27/2013 10:40 AM

Comments or suggestions: Why does the administration no longer attend Staff Senate meetings? This seems to me to be another indication of how the administration views the staff at this university. During the staff senate meetings someone always reports on the Faculty Senate meeting and that reports includes important information the administration discusses with the faculty senate. It seems they should extend the same respect to the Staff Senate.

Received 4/3/2013 10:26 AM

Comments or suggestions: I noticed several departments were closed for spring break (health center, library, coaching staff) I was wondering if these staff members take vacation, are forced to take leave with out pay or do they receive more holidays then the rest of the staff?