

# INTER-CAMPUS STAFF ADVISORY COUNCIL MINUTES

April 20, 2016

1:00 – 2:00 PM, TelePresence Centers

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**Meeting Call to Order:** 1:05pm by Becky Stafford

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## Introductions/Roll Call

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| • Kelley Stuck, VP UM System                             | • Steven Pankey, UMKC SC Chair           | • Beth Abner, MO S&T SAC Vice-Chair          |
| • Becky Stafford, ISAC Chair, MU SAC Chair               | • Jacqueline Rodgers, UMKC SC Vice-Chair | • Jonathan Nolan, MU Hospital SAC Vice-Chair |
| • Sean Brown, ISAC Vice Chair, MU SAC Vice Chair         | • Melanie Barger, UM SAC Chair           | • Nick Palisch, UMSL SAC President           |
| • Rebecca Edwards, ISAC Secretary, UM Hospital SAC Chair | • Kelli Hathman, UM SAC Vice-Chair       | • Mary Tackett, UMSL SAC Vice-President      |
|  | • Joe Boehm, MO S&T SAC Chair            |  |

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## Guests:

Shannon Linhares, myPerformance

The topic of discussion was talent management at the system level. Both the campuses and hospital system use Halogen as the performance evaluation software system, but the form does vary and some have had it longer than others. Shannon states the myPerformance website contains performance appraisal tools that can be used year round to help managers track staff performance.

*History:* Implementation began 3 years ago with 2500 employees included in the first year. In year 2, 3700 employees were included as it was implemented at S&T, and this year with the addition of UMKC and UMSL there will be 6600 employees receiving performance evaluations in this system.

*Context:* A collaborative approach was used each to create and edit the forms and steps of the process with representation from each participating unit. Feedback has been collected and has guided the upcoming year. The timelines for the evaluation processed vary depending on the business unit and/or CSD. More than ½ of the system has already completed their self-appraisals at this time and the process has moved into the manager step. Face-to-face training is still underway at some locations, but assistance is always available through myPerformance. Each business unit/campus has its own myPerformance website that can be found on their HR website.

*Next Steps:* All business units continue to move forward.

*Discussion:* Several locations express difficulty in their ability to give fair ratings due to messages that are being passed down from superiors that indicate no one will get a high rating. Another frustration is having to fight to justify giving an employee a high rating.

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**Minutes Approval:** Quorum not present to approve February minutes. There were no comments or changes to the February 2016 minutes expressed.

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**Upcoming Year:**

*UM President Search Open Forums:* All campuses have had their open forums regarding the search for the next UM system President. Becky Stafford encourages everyone to listen to the recordings of each campus's forum for insight. Joe Boehm reports the board of curators visited S&T last week for the spring meeting in conjunction with a search committee meeting. At this meeting, the draft of qualifications were finalized and sent to the search firm to begin a national search. Joe Boehm reports the consultants have said this is a good time or year to be searching and some great resumes have since been presented to the committee.

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**Chair & Campus Updates:**

*UMKC* – Steven Pankey reports everyone seems to be focused on finishing out the semester and getting to graduation. He also states the newly requested position of Ombudsman is in the HR process at this time with the qualifications and job description having been finished.

*UMSL* – The Council had a special meeting on Thursday April 14<sup>th</sup>. There were a couple amendments made to their Bylaws and approved unanimously by their Staff Council.

Amendment 16.1.1 is to retain the current staff council for one additional year by extending the current term to June 30, 2017. The rationale is due to the current state of the University. Electing new leadership adds to uncertainty given the budget realignment and decisions on staff cuts have not been officially announced. Keeping the current leadership allows for stability and uninterrupted leadership for the UMSL staff as a whole. There are a few vacancies to be filled. Otherwise the remaining council members agreed to continue serving.

Amendment 16.2.2 was to add an Administrative Advisor to the council. This person will be a non-voting member, but will be an advisor and establish a direct line to senior leadership. This is a one year term. Currently Dr. Curtis Coonrod, Vice Provost and Dean of Student Affairs has agreed to serve for the 2016-2017 year. The discussion was to include our new HR Director as possible co-advisor.....after they become acclimated in the new position and to the campus.

*S&T* – Joe Boehm states they are planning for Staff Day on 5/25/16. He states t-shirts are being sold in addition to some other fundraisers. Their staff advisory council has also had conversations with the chancellor about pay compression. Joe adds they have also been discussing a staff appreciation with weeklong events, but they decided not to because they did not feel leadership would allow staff to go to all of these events and 4 hours of Staff Day.

*Hospital* – JACHO survey completed over a course of 4 days in April and the results are positive. Staff Recognition/Hospital Weeks is coming up in May and will be themed around the culture of yes and will include chocolate bar giveaways with golden tickets for chances to win prizes, free lunch, and distribution of swag bags to all employees. Hospital SAC voted to raffle a quilt that was donated to raise funds to support our VAC Christmas and to proceed with the Coaches Score Against Hunger Campaign which will include creation and sales of a staff cookbook.

We received 2 staff suggestions this month to consider a vacation and/or sick time but back program to increase employee satisfaction and encourage good work attendance.

*System* – Melanie Barger reports they are continuing to work on redefining their mission, vision, and purpose statement. They are also rearranging their calendar of events for the year which recently included a bowling event. They recognized national staff recognition day by placing bowls of snacks around different buildings on campus. They are also planning a 9/9/16 staff picnic and would like to do a kickball tournament in conjunction. Their awards program is also being redefined to include more of the myPerformance ratings.

*MU Campus* – An open forum is being hosted on 4/26/16 with the vice chancellor, both system and a campus HR, Title IX, and diversity officers in Memorial Union. Staff Recognition is 5/23-5/27 with an arts and crafts showcase M-W of that week. There will also be a fun day and a luncheon that week. HR classes will be available on Tuesday and Thursday. Also, throughout the week there will be an online auction with proceeds benefiting the education fund for staff to further a college degree or pursue a degree. In the past they were able to give \$250/person chosen.

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### **Open Discussion:**

\*Campus has learned there will be layoffs at the Columbia campus. This will result in trash not being emptied in offices in addition to trash from football not being picked up until Mondays instead of either the day of the game or Sunday. Several voiced their dismay that we were told one day there would be no layoffs and it was in the Tribune the next day that there would be layoffs.

\*S&T and UMKC are not experiencing any significant changes in their enrollment or mention of layoffs at their campuses.

\* The budget is in the legislature at this time. There will be a minimum of \$1 million up to a \$7.6 million dollar cut.

\* Kelli Hathman has teamed up with Jen Oetting in wellness and they are working on an event. There are going to be workshops at each campus including financial wellness. There was an email on 4/11/16. There are now wellness incentive points attached to the financial wellness workshops and other activities.

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**Adjourn:** Moved by Becky Edwards and seconded by Steven Panskey at 1:58pm.