

MIZZOU WEEKLY

A joint publication of the University of Missouri-Columbia faculty & staff

Vol. 1, No. 1

Sept. 7, 1979

WHAT IS MIZZOU WEEKLY?

Mizzou Weekly is Bulletin-in-Brief--with a new look and more readers, since it is now distributed to staff as well as to faculty.

This spring, faculty and staff councils recommended to Chancellor Uehling that Campus Columns and Faculty Bulletin be combined into one publication for all faculty and staff. In addition, the councils recognized that staff need to receive information more frequently than once a month, and determined to send the same newsletter to faculty and staff.

The new publication that is a combination of Campus Columns and Faculty Bulletin is called Mizzou Monthly; it will be published the first Friday of each month. The newsletter, Mizzou Weekly, will be published in the remaining Fridays of each month during the academic year and every other Friday during the summer.

The changes which are being made will result in a cost savings, since one combined newspaper will be published each month instead of separate ones for faculty and staff. The cost of the extra copies of the weekly newsletter is being more than offset by a new distribution system which will also result in a net savings.

The new mailing system has just been introduced, and is probably not perfect. If there are difficulties, please call Cathy Kernen at OPI, 882-6211.

If you have questions or comments about Mizzou Weekly, or have news items you would like to include in the next issue, call Kernen or Liz Shaner at 882-6211. News deadline for Friday's newsletter is Tuesday.

ANYONE FOR LEMONADE?

In an effort to assure spectator comfort and safety at Tiger football games this fall, bottles, cans, coolers and large containers will not be allowed in Memorial Stadium. Also, the ban on alcohol consumption will be enforced.

Thermos bottles up to one-quart size will be allowed under the guidelines approved by Chancellor Barbara Uehling. Persons attempting to enter the stadium with banned items will be given the option of returning them to their automobiles or leaving them at the gate at their own risk.

Alcohol found in the stadium will be confiscated. People displaying disorderly or disruptive conduct will be removed from the stadium.

FREE PERSONAL FINANCE COURSES

Three personal finance seminars will be conducted this fall for faculty and staff, sponsored by the Employees' Staff Advisory Council. And to start you off on the right foot, the seminars are going to be offered free of charge.

Led by David West, professor and chairman of the Finance Department, the seminars will discuss personal budgeting in the first session, insurance in the second, and investments in the third. The seminars will meet in the evenings from 7-9 p.m., Sept. 19, Sept. 26 and Oct. 3 in Ellis Auditorium.

The purpose of the seminars is to assist University employees in managing their personal finances so that they can meet their current needs as well as to plan for their retirement.

Employees are encouraged to register for the sessions so West will know how many people to expect. Deadline for registration is Sept. 14. If you would like to attend, fill out the form below and send it to Libby Miederhoff, 23 Jesse Hall.

Name _____

Department _____

Phone _____



EMPLOYEE COMPENSATION FORUMS

Have you ever had questions about your salary or pay raise but didn't know who to ask? Employee compensation will be the subject of a series of open forums to be held this fall to answer some of those nagging questions.

The compensation forums will be conducted during the weeks of Sept. 17 and 24 and will be scheduled for four groups of employees: secretarial/clerical, crafts/maintenance, technical/para-professional and administrative/professional.

Topics include: budget allocations, development of salary and wage guidelines, relationship of salaries and staff benefits, longevity and probationary policies, performance evaluation and development of new salary matrix.

The budget portion of the presentations will be handled by Donald F. Hoehle, fiscal operations officer, and the personnel portion will be led by Ramona Howard, director of personnel services. Question and answer periods will follow the presentations.

Sessions are scheduled several times to accommodate a large number of employees. The following groups will meet in the Memorial Union Auditorium during the week of Sept. 17-21: administrative/professional, Monday, 1-3 p.m.; secretarial/clerical, Tuesday, 10 a.m.-12 noon; technical/para-professional, Wednesday, 1-3 p.m.; administrative/professional, Thursday, 10 a.m.-noon; crafts/maintenance, Friday, 1-3 p.m.

The following sessions will be held in the School of Nursing Auditorium, Monday, Sept. 24 through Thursday, Sept. 27. The Friday, Sept. 28 meeting will be in the Memorial Union Auditorium: secretarial/clerical, Monday 1-3 p.m.; technical/para-professional, Tuesday, 10 a.m.-noon and crafts/maintenance, Tuesday, 9-11 p.m.; secretarial/clerical, Wednesday, 1-3 p.m.; crafts/maintenance, Thursday, 10 a.m.-noon; administrative/professional, Friday, 1-3 p.m.

Groupings of employees were designed to bring personnel with similar orientations together. However if there is an inconvenience in scheduling, employees are encouraged to feel free to attend any of the sessions listed.

For further information about the sessions, call Libby Miederhoff, 882-3455.

HOW TO GET A LOCKER AT ROTHWELL

Faculty and staff who paid for lockers at Brewer/Rothwell Gymnasium last week may secure their new lockers beginning Monday, Sept. 10. Employees must present their receipts Monday to be assigned a locker.

Persons not having lockers in the past and not participating in the lottery last week may apply for one of the remaining lockers after Sept. 17.

Provision of an additional 835 lockers for women in the gymnasium complex is but one of the new features in a package of changes in the operation of the recreational facility.

Other improvements include:

- Construction of a privacy corridor from existing lockers at the south end of Rothwell's lower level to the main Brewer corridor at an estimated cost of \$6,000.
- Installation of an improved security/alarm system in the Brewer/Rothwell complex at an estimated cost of \$10,500.
- Publication of a handbook on recreational facilities use.
- Establishment of a well defined and publicized process for distribution and return of recreational equipment.

GUIDELINES FOR DNA RESEARCH

New HEW guidelines on recombinant DNA research are now available in the University library. The information, on reserve in the reference section of the library, contains instructions on how to submit proposals for review by the UM system Biosafety Committee.

The guidelines, which became effective in January, are generally less restrictive than previous federal government regulations on recombinant DNA research.

CONCERT SERIES TICKETS NOW ON SALE

Tickets for the UMC Concert Series are now on sale at the Jesse Auditorium ticket window, 10 a.m. to 4 p.m. through Sept. 17. Deadline for mail orders was Sept. 4.

This year, the Concert Series includes the Jesse Auditorium Series, the Chamber Music Series, and a new Dance Series. For further information, call 882-3875.

UMC THEATRE BOX OFFICE OPEN

The University theatre box office opened Wednesday for tickets for the theatre's 1979-80 season. Three series will be included this year: the Stage of Development, a new series of three experimental works with a variety of innovative staging and interpretive techniques; the University Theatre Subscription Series, consisting of three well-known works; and Studio Theatre, a series of five student-directed plays.

For more information call the University Theatre at 882-2021.

Staff Council Minutes

August 9, 1979

Present: Steve Cox, Charity Flack, Kee Groshong, Patricia Ives, Alan Jones, Mary Miller, Brenda Proctor, Garf Thomas, Jerry Nichols.

The meeting was called to order by Steve Cox. The minutes of the previous meeting were approved as mailed.

Cox reported that he and Patricia Ives had met with Chancellor Uehling on July 30th. The chancellor indicated that membership on the Staff Advisory Council should not include professional librarians, instructors, non-regular faculty, or staff from certain administrative offices. Other topics discussed were campus problems which the Staff Advisory Council wishes to discuss with the chancellor at the September meeting and the second draft of the operating and election procedures for the Council. Cox has subsequently received a memo from the chancellor with her suggestions for election procedures.

Cox reported that the chancellor had responded to the Council's Outstanding Staff Award proposal and found it "in general, excellent." Garf Thomas requested the Executive Committee ask the chancellor for authorization to proceed, since it will be necessary to call for nominations very soon if we are to have an Awards Program this Fall.

Cox reported that the Personal Finance Course and the Seminar on Budget Procedures proposed by the Compensation Subcommittee had been approved by the chancellor.

SUBCOMMITTEE REPORTS

Compensation. Kee Groshong, reporting for Chairperson Libby Miederhoff, presented the arrangements for the two programs approved by the chancellor. The Personal Finance course, to be taught by David West, will meet from 7 to 9 p.m., Sept. 19, Sept. 26, and Oct. 3. Each session will be devoted to one of the following topics: Personal Budgeting, Personal Insurance, Personal Investments. Cox, reporting for Miederhoff, presented the arrangements for the Budget Seminars. Sessions will be conducted during the weeks of Sept. 17 and 24, from 10 a.m. to noon on Tuesdays and Thursdays, and from 1 to 3 p.m. on Mondays, Wednesdays, and Fridays. One evening session will be held Sept. 25 from 9 to 11 p.m. Sessions will be scheduled for homogeneous groups of employees in accordance with position categories. Topics to be covered include: Budget allocations, development of salary and wage guidelines, relationship of salaries and staff benefits, longevity and probationary policies, performance evaluation, and development of new salary matrix. The budget portion of the presentation will be handled by Donald F. Hoehle, fiscal operations officer, and the personnel portion will be handled by Ramona Howard. In addition to the formal presentations, questions from staff will be answered during the latter part of each session. The Council will ask the chancellor to grant release time to encourage staff to attend.

Groshong also reported on other topics the Committee had discussed. One topic was the job listing sheet distributed by Personnel. The Committee will recommend that the job listing sheets include the department or unit in which the job vacancy occurs. Any other suggestions should be forwarded to Miederhoff. The Committee had discussed the possibility of providing staff benefits for part-time employees, but decided it could make no recommendation at this time. The Committee decided to wait until the U-Wide Staff Benefits Committee reports to President Olson before further discussion of any recommendation concerning staff benefits for full-time employees.

Groshong announced that Miederhoff is conducting a mini-survey on the method of distributing merit money. Any comments should be sent to Miederhoff.

Organization. Chairman Kee Groshong distributed copies of the draft guidelines for the Council's election and operation, and requested that Council members send him their suggestions.

Recognition. Chairman Garf Thomas told the Council that he had reservations about the selection procedure suggested by the Council for the Staff Award Program. The procedure

was intended to maintain the anonymity of the candidates. Thomas felt that this is good in theory, but might not work in practice, and he felt that somewhere in the process it would be necessary to do some interviewing. Cox suggested that this matter be discussed with the chancellor.

Communications. Chairperson Charity Flack reported that she had received the names of the new joint faculty/staff publications: Mizzou Monthly and Mizzou Weekly. Flack said that Groshong had sent a list of the committees for which staff may volunteer, and the Council discussed methods of distribution of the list to staff. Flack said that Miederhoff had asked the Communications Subcommittee to prepare press releases announcing the Personal Finance Course and the Budget Seminars.

Flack also told the Council she had discussed the problem of Council minutes being sent to employees no longer on the staff with Dan Marren, Director of Management Engineering at the Medical Center. Marren indicated that part of the problem results from failure of departments and units to process Form UM-UW-40, Change of Address, when an employee transfers from one department to another. After some discussion, it was suggested that a better method of keeping the master address file updated would be to use the form UM-UW-117.

Cox said he had asked Personnel for the number of staff in each peer category, and received the following information: Secretarial/Clerical, 1,500; Administrative/Professional, 1,088; Technical/Paraprofessional, 777, Crafts and Service, 1,460.

A part-time employee who was present at this meeting as an observer made several comments concerning the lack of benefits for permanent part-time employees, and a lengthy discussion followed. Although the Council is not ready to make any recommendations it will continue to consider the problem of benefits for part-time employees.

This Week On Campus

ACADEMIC SCHEDULE

Sept. 12: Reception for National Merit and Achievement Scholars attending UMC, 3-5 p.m., Chancellor's Residence. By invitation.

FILMS, EXHIBITS

Through Sept. 21: Best Midwestern Books of 1978, 15 winning titles, on display at Ellis Library on the second floor opposite the elevators.

Sept. 8: MSA Movie: "Coming Home," 7 p.m. and 9:30 p.m., Jesse Auditorium. Tickets 75¢ in advance and \$1 at the door.

Sept. 9: MSA Free Flick: "Funny Lady," 8 p.m., Jesse Auditorium.

Sept. 11: Asian Film Series, "Civilization of South Asia," 7 p.m., Physics 120, free.

Sept. 12: "Comedy in Six Unnatural Acts," 7 p.m., ground floor of Gentry Hall. Sponsored by UMC Women's Center. Free.

Sept. 12: MSA Free Flick: "Gigi," 8 p.m., Jesse Auditorium.

Sept. 13: University Film: "The Importance of Being Earnest," 8 p.m., Middlebush Auditorium. Free.

Sept. 16: University Fall Film Program, "Steppenwolf," 8 p.m., Middlebush Auditorium, free.

LECTURERS SPEAKERS

Sept. 10: Women's Sexual Fantasies,

noon, ground floor of Gentry Hall. Free. Sponsored by UMC Women's Center.

Sept. 13: The Big O -- Orgasm: Myth and Fact, noon, ground floor of Gentry Hall. Sponsored by UMC Women's Center. Free.

Sept. 13: Starting Your Own Business, Toni Somers, 7:30 p.m., 110 Noyes. Free and open to those over age 21.

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