

THE UM STAFF ADVISOR

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JANUARY 2001

In this issue...

- Service Awards*
- New SAC Members*
- A Word from the Chair*
- United Way Results*
- Staff Recognition Awards*
- Newsletter News*



UM Staff Advisory Council was formed to provide two-way communication between staff and the President on pertinent issues. If you have comments or questions about any subject related to UM System staff, please contact one of your Council members. They are there for you!

**UM STAFF ADVISORY COUNCIL MEMBERS
2000-2001**

Dave Olson, Chair	882-5894
Holly Bush, Vice Chair	882-2712
Suzanne Schoonover, Past Chair.....	882-7396
Ann Sleper, Secretary-Treasurer	884-3360
Kelly Abraham	882-6585
Donna Barnes	882-9220
Ken Dunn, Newsletter	882-6436
Laura Flacks-Narrol.....	882-7054
Dixie Glenn	882-0894
Tami Hoskins	882-3006
John Konzal.....	882-6028
Jackie Thomas	882-9787

Election Results and Officers

The UM-SAC election ballots were counted on September 22. The following candidates were either elected or re-elected to UM-SAC: Holly Bush, Dixie Glenn, John Konzal, Laura Flacks-Narrol, and Ann Sleper.

At the October meeting Holly Bush was elected Vice Chair and Ann Sleper was elected Secretary-Treasurer. As last year's Vice Chair, Dave Olson took over as this year's Chair. Suzanne Schoonover assumed the office of Past Chair.

Committee Chair and Vice Chair positions for the 2000-2001 term are as follows:

Parking Committee: Chair, Donna Barnes; Vice Chair, Holly Bush.

Salary and Wage: Chair, Jackie Thomas; Vice Chair, John Konzal.

Health Oversight Committee: Chair, Laura Flacks-Narrol; Vice Chair, Tami Hoskins.

Staff Recognition Week: Chair, Kelly Abraham; Vice Chair, Dixie Glenn.

Ken Dunn will continue to edit the newsletter. Rouzanna Burton, Graduate Research Assistant at MOREnet, will be the webmaster of the UM-SAC web site.

UM-SAC Meeting Time Changed

Staff Advisory Council meetings will be held on the second Wednesday of each month at 9:00 a.m. The meeting location will vary. Please contact a Staff Advisory Council member for the location of the next meeting or check our web site at <http://system.missouri.edu/sac>. All meetings are open to all UM System Staff members.

Service Awards

Congratulations to the following UM-System Staff members who have attained these milestones of service!

September Service Awards

30 Years of Service

Linda Marian Ridgeway, Western Historical Manuscripts

20 Years of Service

Charlotte George, University Extension
Mary Crawford Hegeman, Administrative Systems Project

15 Years of Service

Nancie D. Hawke, General Counsel's Office

Stephen W. Lehmkuhle, Vice President for
Academic Affairs

Mary Elizabeth Smith, University Extension

Sandra K. Stegall, University Extension

Joan M. Wibbenmeyer, State Historical Society

5 Years of Service

Anita M. Houston, Faculty & Staff Benefits

Sandy McLane, MOREnet

October Service Awards

30 Years of Service

Rex E. Ricketts, University Extension

10 Years of Service

Stephanie Ferriere, MOREnet

Elaine M. Palangpour, University Extension

5 Years of Service

Robert L. Chesser, Administrative Systems Project

James E. Martin, MOREnet

November Service Awards

20 Years of Service

Dennis Paul Cesari, Management Services

15 Years of Service

Gay A. Swyers, President's Office

10 Years of Service

John M. Brenner, University Press

Shirley S. DeJarnette, Investment & Banking

Kathleen Freeman, Office of Economic Development

Nilufer E. Joseph-Tipton, Vice President Finance
and Administration

5 Years of Service

Ann M. Juengermann, Administrative Systems
Project

Daniel D. Niles, MOREnet

Julianna Marie Schroeder, University Press

Deseri J. Sheller, IT Systems Support

Charles L. Steinhaus, MOREnet

December Service Awards

15 Years of Service

Monique Ann Dodson, Accounting

10 Years of Service

Mahta J. Khamneian, University Extension

5 Years of Service

Judy Apperson, University Extension

Kenneth D. Brooks, MOREnet

Charles H. Clark, Jr., Information Technology

January Service Awards

15 Years of Service

George T. Rickerson, Library Systems

10 Years of Service

Maurice M. Manning, University Press

5 Years of Service

Janet H. Jackson, Library Systems

Karen K. Sikes, University Extension

A Word from the Chair

I'm "reviving" this column in the newsletter in order to have a soapbox to stand on (or fall off of, depending on the circumstances...). A new Council is in place for 2000-2001 (based on our September elections, which didn't include dimpled ballots...). I'd like to begin by thanking all the members of the Council, whether this is their first, second, or third year, for their time, efforts, and dedication.

I think we have all heard at some time the old saying that "the whole is greater than the sum of the parts." As a whole, the staff of the University comprise an integral part of an organization that has grown and flourished over the years, thanks in part to their dedication to getting the job done. In my opinion, our part, as your elected representatives, is two-fold: first, to promote clear and open communication between the staff and the administration; and second, to provide advocacy and resources to assist in solving problems and making improvements. By fulfilling these roles, we can help the parts work together better to make "the whole greater than the sum of the parts."

Each of you should know that the UM-System Staff Advisory Council is interested in what you, the staff, have to say about the issues we face. These issues may relate to your department, the University (in whole or part), to our community, or you, personally. Whatever the issue, problem, idea, or comment you'd like to make known, the members of the Council want to hear it. Without input from the people we represent we can't be effective in helping to solve problems and to improve our workplace and community.

So, come to our meetings, call, write, or e-mail us with whatever you'd like us to know. Contact information can be found at our new web site, located at <http://system.missouri.edu/sac>. Our next meeting is in the President's Conference Room at University Hall at 9:00 AM on February 14, 2001.

-Dave

UM System Contributed to a Successful United Way Campaign

The Columbia Area United Way raised \$2,231,606 in the 2000 campaign – the largest amount ever raised locally, and UM System employees can be proud of contributing to that total.

Generous UM System employees donated \$39,854, achieving 98.4 percent of the \$40,500 goal. The UM System goal and the overall community goal was an 8 percent increase over last year. University of Missouri—Columbia and System employees combined raised \$427,115—a .3.5 percent increase over last year.

“In a campaign as large as this one, every pledge counts,” said Al Wagner, vice president—agency for State Farm Insurance and this year's campaign chair. “All United Way donors helped us meet our goal. Whether they gave a fair share gift or their pocket change, they made a positive difference in our community.”

United Way funds are distributed to 31 health and human service agencies in mid-Missouri. The agencies help people in five areas: families at risk, children and youth, hunger and basic needs, health care and disabilities, and senior services.

Everyone involved in the campaign as a volunteer or donor deserves a big “thank you.” As this year's United Way slogan said, “Together we can do wonders.”

Sandy Stegall

UM System United Way Chair

Editor's Corner

The *Staff Advisor* is changing its means of delivery. In the future the newsletter will be available on-line and will be printed only when there is a compelling need, for example, in order to mail out and publicize the attached **Staff Recognition Awards Nomination Form**. In the future we will send out an e-mail to UM System staff whenever a new newsletter has been posted on the UM-SAC web site. I will continue to be responsible for editing the content of the newsletter. Rouzanna Burton at MOREnet will be responsible for the technical editing for the web. Please continue to address questions or comments regarding the newsletter to me.

-Ken Dunn

Staff Recognition Week

The dates and events for Staff Recognition Week 2001 have been set. Here they are:

Mon., June 4: **Storyteller** Brown Bag Lunch
Tues., June 5: **Trivial Pursuit** Contest Brown Bag Lunch
Wed., June 6: Staff Recognition **Awards Luncheon**
Thurs., June 7: Staff and Retiree **Picnic**
Fri., June 8: T-Shirt Day and the Culmination of the Week's **Food Drive**

Volunteers are always needed . . . if you would like to help with Staff Recognition Week, please call or e-mail Kelly Abraham or send an e-mail to the chairperson of the appropriate subcommittee:

Storyteller: Tami Hoskins/Jackie Thomas
Trivial Pursuit: Ken Dunn/Holly Bush
Awards Luncheon: Suzanne Schoonover/Dixie Glenn
Staff Recognition Awards: Ann Sleper/Katina Volle
Picnic: John Konzal/Laura Flacks-Narrol
T-Shirt/Food Drive: Dave Olson/Ann Sleper
Volleyball Tournament: Monique Dodson

Staff Recognition Awards Nominations

The time has again arrived to nominate your deserving co-worker for a Staff Recognition Award. The nomination form is attached or you may nominate via the UM-SAC website.

http://www.system.missouri.edu/sac/news1999/11November/nom_form.htm

SAC Sponsors Blood Drive

Staff Advisory Council in cooperation with the Red Cross is sponsoring a University blood drive. The drive is **Thursday, February 1** from 10:00 a.m. to 2:00 p.m. at the Lewis and Clark Hall Lobby. For more information contact Suzanne Schoonover at 882-7050 or via e-mail at SchoonoverS@umsystem.edu.

Extracurricular Activities

UM-SAC is considering sponsoring a series of group activities on a year-round basis in addition to the annual Staff Recognition Week events. These activities would be open to both staff members and their families and/or guests. In the near future you will be receiving further information via e-mail on a web-based survey as to which activities you might like to join. Some of the possibilities? Branson trip, Six Flags trip, St. Louis Zoo and Butterfly House trip, Cardinals or Royals game, Arrow Rock Lyceum Theater production, Amtrak trip to Kansas City, Hermann, or St. Louis, a Murder Mystery trip on the St. Louis Iron Mountain & Southern Railway, and many others! This would be an excellent opportunity to meet and mingle with your fellow UM System staff and their families and friends.

Our new location:

<http://system.missouri.edu/sac>

You Are Invited

Remember you are always welcome to attend our meetings. Our next meeting is February 14 in the President's Conference Room at University Hall. Our scheduled guest is President Pacheco. The meetings start at 9:00 a.m. and usually run about two hours. They are held the second Wednesday of each month. The time is consistent but the location varies. For more information contact Ken Dunn at 882-6436 or via e-mail at DunnKR@umsystem.edu.

UM-SAC Use Only

Nomination # _____

UM System Staff Recognition Awards Nomination Form

How to Nominate a UM System Staff Member

1. Complete and sign this form.
2. The nomination must be submitted on this form, via hard copy through mail to UM-SAC at Mailroom, 121 University Hall, via e-mail to UM Staff Advisory Council (staffadvisorycouncil@umsystem.edu), or via the UM-SAC web page (<http://system.missouri.edu/sac>).
3. One additional sheet of paper (front and back) will be accepted.
4. Please give specific examples of qualifications that meet the criteria for nomination.
5. Information on this form must be LEGIBLE – printed or typed – in order to be considered.
6. The nomination form must be signed by the nominator or by the UM-SAC member who receives it electronically.
7. The nomination form must be received by **Tuesday, February 27, 2001**.
8. Multiple nominations for a nominee will be considered as one nomination.

I wish to nominate: _____

Title of Nominee

Nominee's Department

Award Category (must be nominated in one category only):

_____ Service/Support

_____ Administrative/Professional

_____ Administrator

Years of Service _____

1. **Job Performance**
Give a few examples of outstanding job performance, work-related accomplishments, particular areas in nominee's job in which he or she excels, or times when nominee has gone above and beyond what is typically required of his or her position.

2. **Human Relations and Interpersonal Skills**
How well does the nominee relate to others in performing the duties of his or her position? Give examples of how he or she maintains good human relations.

3. **Dependability and Reliability**
Give examples of how the nominee exhibits "dependability" and "reliability" in relation to his or her job.

4. **Leadership**
What leadership characteristics set the nominee apart from others within his or her role at the University?

5. **Citizenship**
Give examples of how the nominee demonstrates responsibility or contribution to his or her community (social behavior).

Date Submitted

Typed/Printed Name of Nominator

Nominator's Signature or
Council Member's Signature Who Collected Nomination By E-mail.