

## Staff Advisory Council Minutes for Jan. 8, 2014

The Staff Advisory Council met on Wed., Jan. 8, 2014, in the TelePresence Room in University Hall.

Present: David Champlin, Leyanna Long, Shiva Pennathur, Nancy Tharpe, Melissa Willett, Chad Hampton, Jason Lockwood, Sandra Monig. Absent: Ashley Rhode

Approval of Minutes: The minutes of the Dec. 4, 2013, meeting were approved.

Treasurer's Report: SAC Treasurer Melinda Richardson has assumed a campus position and a new treasurer, Chad Hampton, accepted the nomination and was unanimously elected.

New business: A replacement for Melinda's position on the SAC roster was discussed, and a review of bylaws was made. The replacement will come from the slate of candidates at the last SAC election; David will speak with the "runner-up" individual to see if he/she will be interested in serving on SAC.

Shannon Albright from UM Human Resources was introduced, and she informed us of the Performance Management Project being rolled out soon. The new program is designed to provide consistency to the required annual review process. Included is a new online appraisal tool called Hallogen, which will capture employee performance on a defined matrix (MU Hospital already uses this tool). New forms and processes will be rolled out as well; training will be implemented on how to use the tool and processes. Shannon also reported that H.R. is "cleaning up" job codes and job descriptions. All will be tied in with the Global Grading System. The Performance Management Project will be in place in April for the June 30 cycle.

Discussion that followed included remarks about the FAS (Faculty Accomplishment System); allowing for qualitative vs. quantitative data; optional self appraisals; diary functionality feature; and accountability of individual performance.

Old business: There was a general discussion about the proposed 2014 SAC survey. It was agreed that the survey should not focus on how the specific event is/was put together, but on whether or not the events that are currently scheduled are a meaningful use of time. Questions should try to find an answer to why people don't participate, and how people would like to be recognized for their accomplishments. In order to help with this year's planning, the survey should go out as soon as possible. A draft will be presented at the next meeting.

Regarding currently-planned SAC events, David Champlin discussed a communications plan for After-Hours Bowling and the picnic.

Open Forum: An appreciation for the great job Facilities did in handling the recent snowstorm was expressed. It was suggested that a line of thanks to them be included in the next SAC newsletter.

Because of her workload, Melissa requested help with the SAC newsletter. Shiva Pennathur volunteered to put together the next issue.

David Champlin led discussion about a request by a UM employee who requested a plaque for years of service on SAC.

Melissa presented a possible schedule of topics and speakers for upcoming SAC agendas.

The MU hospital "Fast Pass" was mentioned, as was the location was a new hospital Quick Care in HyVee.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,  
Nancy Tharpe