

## Staff Advisory Council Minutes for March 5, 2014

The Staff Advisory Council met on March 5, 2014, in Rm. 321 University Hall.

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

**Approval of Minutes:** The minutes of the February 12, 2014, meeting were approved with one change (new member Melanie Barger was announced but she did not attend the February meeting).

**Treasurer's Report:** Melissa Willett reported for Treasurer Chad Hampton that the balance at the time of the meeting is \$2,912.32.

### **Reports:**

**Intercampus Staff Advisory Council (ISAC):** David Champlin reported that UM System Director of Talent Management Jill Wood presented on Total Rewards, Talent Management and succession planning. With a looming 25% of employees now or soon eligible for retirement, the university is working to increase mentorship and cross-training programs to groom younger staff for positions that will become available. In addition, new software tools endeavor to catalog, categorize and document skillsets in a master training database. The ISAC group also was introduced to MyPerformance; the program will help to make performance appraisals consistent and the rollout will include 2500 MU employees as well as UM System employees. The goal is to apply the MyPerformance program systemwide—although it may take as long as five years to work out “the bugs” in the program. David also reported that the ISAC meeting covered a review of recruiting processes and how H.R. is working to streamline hiring processes (pertaining to staff, not faculty). It was also announced that H.R. is opening Employee Assistance Program (EAP) offices on each campus. EAP helps individuals deal with job and life-related stressors so they can be healthy, productive employees; all EAP services are offered at no cost to employees.

### **New Business:**

**Website:** David announced additions and changes to the UM System Staff Advisory Council Website, including new coupons for employee use at Worlds of Fun and the Branson Belle Showboat.

**Human Resources Report:** Total Rewards Director Erik Smetana gave a full report on the history and rollout of the Global Grading System (GGS). GGS started four years ago and was initially to go live in December, 2013. GGS condensed 5,000+ job titles and 1100 pay ranges to less than 700 job titles and only 19 pay ranges. The process included a study of those thousands of job titles and tallied job tasks; the new GGS classes of jobs created were built on the redundancy of those tasks and broken down into “global” families: Finance, H.R., Bus. Admin., I.T., Student Services, Crafts/Service/Maintenance; Athletics; Legal; Research; Health. It was also emphasized that working titles are still viable—these are “local” or departmental titles that better describe the function of the position (i.e., “Assistant Custodian of Records”). The working titles appear on an individual’s Outlook listing and business card.

The new pay grade system is broken down into ranges:

1-16 employees

E1 for associate vice presidents and chancellors

E2 for vice presidents

E3 for president

Contracted positions—i.e, athletic coaches—receive “market-based” salaries.

Erik announced system-wide information sessions, and said that a letter will be sent to each employee to inform them of their GGS job title and pay range (“migration letter”). The new system is designed to make “career pathing” easier to determine. The MyPerformance system of job accomplishment and personal goals is designed to work hand-in-hand with the GGS system to ensure that salaries and raises are on target and appropriately awarded.

Staff Bowling: a few final announcements were made regarding setup for the “Happy Hour” Staff Bowling event on March 12.

The meeting adjourned at 3:45 p.m.

Respectfully submitted,  
Nancy Tharpe, Secretary