

Staff Advisory Group 🌿 March 2023 Minutes

2023-03-16 | 2:00-3:30pm

Presenters:

Deborah Ward: Vice Provost for Libraries
Mark Diedrich: Director, UM Director for Emergency Management
Brian Weimer: Chief of MU Police Department

John Henry Adams: SAG Chair | Shannon Cary: SAG Vice Chair | Jara Anderson: SAG Recorder

View the recording: <https://umsystem.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=49960c7e-19b2-44d8-b391-afc7015269d4>

Welcome – John Henry Adams

Admin Report – Deb Ward

Budget Meeting:

- Budget meeting with Matt Martens, Amy Bohnert, Kathy Peters, and Deb was on March 2nd.
- We have a flat budget for next year. We asked for an increase in collections funds to prevent journal cuts, and we expressed hope for additional funding to support pay raises.
- We can expect more details on the final budget around June.

Wage Increases:

- Missouri's minimum wage went up to \$12.00 on January 1st, leading to a pay increase for student workers.
- Admin worked to identify funds to upgrade all classified staff salaries to prevent compression between staff levels.
- Provost Office approved the request to raise hourly pay for staff by 85 cents an hour, effective March 5th.
 - This will affect all but one group of hourly staff classifications. Kathy has contacted staff that are not eligible.
 - This mid-year raise will not affect merit raises.
- Thanks to Kathy for her hard work and effective advocacy with Amy Bohnert to garner support for the raises.
- This is part of the three-year process to increase salaries.
- Official letters from admin will go out to all staff soon.

Librarian Updates:

- Congratulations to Nav Khanal on his new role as Head of Teaching & Learning, effective March 1st.
- Thanks to Gwen Gray for continuing as the instruction lead through the end of the semester.
- Abbie Brown's working title will change to student success librarian, and she will start reporting to Nav at that time. A second student success librarian position will be posted soon.

Librarian Searches:

- Multiple librarian searches are still in progress. Updates will be given when possible.

- After her full-day interview in February, Emily Adhikari came to campus for an in-person interview on March 10th as a finalist for the community engagement position. Thanks to all who participated.
- Watch for invitations to upcoming candidate presentations and open sessions.

Library Committee:

- Library Committee will meet on March 20th.
- Steven Pryor will give a report about Digital Scholarship.
- Jeannette Pierce will get feedback regarding how committee members feel about converting bound journals to electronic backfiles to reduce paper storage. This will help assess how faculty may respond to a plan to convert print to permanent electronic content only.
- Library Committee Chair, Carla Allen, made a comment one day that Deb wanted to share. It could be integrated into our strategic communication, such as the FY23 Annual report, to build our image in the eyes of the community:
 - “I am more and more seeing the libraries as the central academic hub of the University – the place where the historical meets the cutting-edge, where learning and discovery go hand in hand, and where students of all backgrounds are empowered to make the connections with the potential to achieve pivotal breakthroughs that further society.”

Advancement Updates:

- The fundraiser for Pictures of the Year (POY) was held the evening of Thursday, March 9th.
- A memorial Service for Ted Eisenstein was held in room 114A on Saturday, March 12th.
- The annual Library Society reception will be held in April. Samir Husni will be the featured speaker.

West Stacks Project Update:

- A letter of approval was received from the State Historic Preservation Office (SHPO) in Jefferson City to proceed with our West Stacks project.
- The next step is to send all the related reports to NEH for their review. NEH will provide wording for us to use on our website during a comment period that will last approximately one week.
- After, we will get final notice that our historical review is complete, which must be completed before we can be considered a funded project.

Higher Learning Commission (HLC) Accreditation Process for MU:

- Staff in the Provost Office have started the process of preparing for HLC re-accreditation. Matt Martens stated that they may need to gather information from campus units over the next year to help with documentation.
- Jeannette Piece will be the representative for the UM Libraries throughout the process.

User Satisfaction Survey:

- Jeannette Pierce reported that the Library Assessment Team will soon release a user satisfaction survey. The survey will be approximately 10 questions. It will be marketed and distributed soon.
- Please reach out to Jeannette with any questions.

HSL Reminder:

- Chris Pryor gave a reminder that the Health Sciences Library will be closed to users over spring break. This will allow staff to start packing materials in the library ahead of the renovation.
- Virtual services will still be available, and books can be picked up from lockers.
- The library will reopen to users on April 2nd.

Emergency Management Presentation – Mark Diedrich and Brian Weimer

- University of Missouri System Emergency Management (UMSEM) department was founded in 2020 to work with all four campuses.
 - Staff are Mark Diedrich, director; Dale Chambers, deputy director; Brian Allen, senior planner.
- Goal is for the university system to be disaster resilient and create a culture of preparedness on campus. Everyone should personally commit to being prepared for emergencies.
- In an emergency, the MU Alert system is the official and most trusted method for distributing information.

Emergency Plans and Trainings:

- Emergency Action Plans (EAPs) should be complete and up to date. They should be available online and posted appropriately throughout buildings.
 - View the EAP for your building: <https://ehs.missouri.edu/ep/eap>
 - Departments can request the crime prevention unit to come and assess an area for ways to make it more secure.
- Trainings on a variety of topics can be organized for departments that are interested.
 - Active threat preparedness information is available online: <https://mupolice.missouri.edu/safety-training/training/>
 - There are four dates available in March and April for “You Are the Help Until Help Arrives” training. Sign up here: <https://veoci.com/v/p/form/s5a5kp972qnj>

Evacuating for People with Disabilities:

- If a person is unable to evacuate a building due to a disability, notify first responders immediately of their location. Stairwells or areas between fire doors are typically safest for people to wait in.
 - Do not try to help people evacuate yourself—tell first responders where people are waiting for assistance.

Mental Health Emergencies:

- Mental health trainings have become more vital in recent years. Mental Health First Aid information is available: <https://extension.missouri.edu/programs/mental-health-first-aid>
 - If you are concerned about a student, you can fill out an at-risk report online for a committee to review: <https://studentaffairs.missouri.edu/concerned-about-a-student/>
 - Try to be as detailed about the concerning behavior or issues as possible.
 - MU Counseling Center has information available for mental health crises on their website: <https://wellbeing.missouri.edu/emergency-crisis/>
 - MUPD officers get basic mental health training in the academy, but they get an additional 40 hours of training at MU. Mental health training has increased in priority due to the increases in calls.
 - If staff or faculty need support when the EAP office is closed, there is a 24/7 emotional support line available: 833-515-0754 (TTY: 800-697-0353)
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