



Staff Advisory Council Meeting Minutes

Tuesday, June 9, 2020

9:00 a.m. – 10:30 a.m.

Zoom

<https://unomaha.zoom.us/j/91612922204>

Present Members: Tracie Anderson, Andrew Armatys, Ronita Bolton, Paola Briones, Amanda Buker, Kaitlin Carlson, Kirsten Case, Amy Dinh, Keristiena Dodge, Yuriko Doku, Charles Fisher, Nadira Ford-Robbins, Emily Hassenstab, Vanessa Hatfield-Reeker, Nikki Hecht, Mary Hoylman, Mindy Hunke, Rachael Jensen, Brevan Jorgenson, Keenan Krick, Heike Langdon, Courtney Luxon, Gloria Marchio, Thomas Martinez, Sara McGrath, Geri Murphy, Rachel Radel, Ellen Rice, Jill Russell, Lolita Schumacher, Amy Skolaski, Michael Smith, Steven Summers, Katie Sup Rezac, Andrea Talbot, Shannon Teamer, Thomas Walker, Hannah Waznenride Solberg, and Alex Zatzabal Boryca

Absent Members: Bryson Barth, Traci Fullerton, Adam Hilt, and Lisa Medina

Welcomed Guests: Melissa Eckstein, Laura Sherwin and Charlie Steed

- I. Call to Order
  - a. The meeting was called to order by SAC President, Vanessa Hatfield-Reeker
- II. Welcome
  - a. Vanessa welcomed the members and guests to the virtual meeting.
- III. Overview of SAC Activities / Our Role on Campus
  - a. SAC was established in March 1973. The council consists of 40 voting members and two ex-officio members. The group is made up of office/service and professional/managerial employees who are elected into membership by UNO staff. Monthly meetings are held and are open to UNO staff.
  - b. SAC's role on campus is to facilitate communication between staff and campus leadership, actively participate in policies impacting staff, host staff events, and be a staff resource.
- IV. Review of Parliamentary Procedure
  - a. Vanessa provided details of parliamentary procedure which will be followed in the SAC meetings.
    - i. Review of Parliamentary Procedure
      1. General principles:
        - a. Meetings are run by a chair with a parliamentarian in case of conflict
        - b. Only one subject can be before a group at a time
        - c. Only one person can speak at a time

- d. All members have equal rights to speak and minority opinions should be heard
- e. Decisions are made via motions & vote of the majority

V. Approval of Minutes

- a. Approval of the May 2020 minutes was postponed to the next meeting. There was a correction request for the spelling of members names.

VI. Officer Reports

a. President's Report (Vanessa Hatfield-Reeker)

i. Introduce Executive Committee for 2020-2021

1. Vanessa introduced the 2020-2021 SAC Executive Committee:

President-Elect	Chair – Events
Keristiena Dodge	Michael Smith
Vice President	Chair – Professional Development
Brevan Jorgenson	Lisa Medina
Director of Finance	Chair – Strategic Planning & Culture
Sarah McGrath	Kirsten Case
Director of Operations	Chair – Community Engagement
Mary Hoylman	Yuri Doku
Director of Communications	
Nikki Hecht	

ii. SAC Budget

- 1. The budget amount will be confirmed at the beginning of the new fiscal year (July 2020)

iii. HR & Compensation Taskforce

- 1. SAC, CCSGE, Faculty Senate, AAUP and WiSTEM have formed a taskforce to look at compensation and healthy work-life balance for employees.

iv. PD Fund

- 1. Status is yet to be determined. Chancellor Gold is in communication with President Carter in hopes of continuing the fund.

b. Treasurer's Report (Sarah McGrath)

i. Balance as of 6/9/2020 is \$9,047.68

- 1. Expenses paid to Criss Library for award printing - \$279.00
- 2. Polos for the new members will be available soon
- 3. Sara has reached out to the professional development speaker to see if he is able to do a virtual program so the expenses could be added to this year's budget. She is waiting for a response.

VII. Action Items

a. Set Meeting Calendar for 2020-2021

- i. A motion was made to set the meeting time; 2<sup>nd</sup> Tuesday of each month, 9:00 – 10:30 a.m., motion moved by Andrea Talbot and motion seconded.

1. Discussion of motion

- a. Members stated it is easier to have a consistent meeting time.

- b. Having a virtual meeting space allows flexibility. Given the current climate members would like to continue having the virtual meeting option even after staff return to campus.
  - 2. Vote on motion
    - a. The motion unanimously passed; for the academic year 2020-2021, SAC will be meeting the 2<sup>nd</sup> Tuesday of each month, 9:00 – 10:30 a.m., via Zoom and in person when circumstances allow.

## VIII. Open Discussion

- a. Working at UNO during COVID-19
  - i. Thoughts members brought forward to the group;
    - 1. Work-life balance – sharing strategies and resources with one another (take email off phones, exercise, etc.). Share information with Rachel Radel, she will add to the UNO website.
    - 2. Mental health concerns for employees and students
    - 3. Clearer campus guidelines – one size does not fit all
    - 4. Clearer communication and expectations – top down, as well as within individual departments
    - 5. Vanessa spoke regarding her meetings with Chancellor Gold. Chancellor Gold has been very clear regarding support for students, staff and faculty with health concerns and how those people will be accommodated.
    - 6. Employees have options for time paid off during this time; emergency paid administrative leave and the Families First Coronavirus Response Act (FFCRA). The concern is the workload only builds or moves to another employee while you are absent, that is not necessarily helpful to some employees and not a long-term solution.
    - 7. With the new environment there are new opportunities for growth. We need to support one another and discover those opportunities.
  - b. Goals for SAC in 2020-2021
    - i. Yearly goals are presented by the SAC committees. During this time, members were invited to discuss areas of focus for the committees to consider as their yearly goals. Suggestions included:
      - 1. Be a voice to make sure staff know they are appreciated.
      - 2. Research peer institutions and discuss their staff involvement and representation.
      - 3. Acknowledging the differences in power dynamics over budgets/pay between UNO faculty and staff and possible ramifications as we move into a tougher budget climate
      - 4. Concerns about the current climate in the community and issues of diversity, equity, access, and inclusion.
        - a. Note: As President of SAC, Vanessa issued a statement regarding current events with approval of the Exec committee. – see attachment VIII.b.i.4.a.

## IX. Overview of Standing Committees

- a. Review of SAC Committees & Committee Assignments

- i. Executive Committee – SAC Officers
    - ii. Events Committee – plan campus staff events
    - iii. Strategic Planning & Culture Committee – manage the SAC strategic plan and attend campus strategic planning events
    - iv. Professional Development – manage the PD Fund
    - v. Community Engagement – plan staff/community involvement
  - b. Committee Meeting Expectations
    - i. Elect co-chair
    - ii. Set at least three goals
    - iii. Request a budget and submit to the Executive Committee
    - iv. Manage and run events related to the goals set by the committee
- X. For the Good of the Order
  - a. The Creative Production Lab has free PPE (mask extenders, nose clips and face shields). Make an appointment to pick up the supplies.
  - b. Welcome new members. We are excited to have you!
- XI. Group Meeting Adjourned
  - a. Meeting transitioned into breakout rooms for individual committee meetings

Respectively submitted by Mary Hoylman, SAC, Director of Operations



## UNIVERSITY OF NEBRASKA OMAHA

Dear colleagues,

It is an understatement to say we live in uniquely challenging times. We continue to deal with a global pandemic and its economic fallout, while recent local and national social and political unrest have shown that our country's deepest divisions remain raw and unhealed. Like so many, these events have left me heartbroken and frustrated by the threats that Black, Brown, and otherwise marginalized individuals face. Yet I remain hopeful that UNO, and our Maverick community, can be a resource for a better tomorrow. We know that these events may be affecting each of you differently. If you work with students, you may also be feeling the additional stress of helping them through their unique reactions. Please take care of yourselves as you take care of others. I encourage you to explore the resources available to you as a UNO employee. If you are not where to start, please work with Staff Advisory Council and our Office of Human Resources to begin that process. It is OK not to feel OK.

It is my sincerest hope that you never feel or witness prejudice, bias, or hate while at work. If you do, please [speak up](#) and help us [#BullThrough](#) hate on campus and our community knowing that your voice will be heard with the utmost seriousness. We must always strive to pursue the values that make us Mavericks - integrity, access, persistence, and strength - so we can be the change that we want to see in the world.

Finally, remember that the Staff Advisory Council's mission is to support you and to help keep UNO a welcoming and supportive place. We are an elected group of UNO staff that has worked since 1973 to facilitate communication with campus leadership to advocate for policies to support staff. Do not hesitate to contact the [Staff Advisory Council](#) if there are ways in which we can be an advocate, ally, or even just a listening ear.

I am always proud to be a Maverick. Rarely have I been prouder than the first day I saw the "You Are Welcome Here" posters that have found their way to so many offices and doors. On behalf of the Staff Advisory Council, I want to thank you for your continued commitment to honoring that principle and once again offer our support. UNO could not fulfil its mission without you. You make an impact on our students, each other, and the world we live in.

On behalf of the UNO Staff Advisory Council, be well and take care of each other.

**Vanessa Hatfield-Reeker**

Staff Advisory Council President  
Advisor, College of IS&T