

UNIVERSITY OF
MISSOURI-ST. LOUIS

All-Staff Meeting

Sept 24th, 2025



Welcome from the Provost

Dr. Steven Berberich

SSB Extension Construction Camera

Your Staff Council 2025-2026

Staff Council Executive Team:

Chair: Sarah Goskie

Stg7f6@umsl.edu

Vice Chair: Jackie Wilmes

jackiewilmes@umsl.edu

Secretary/Treasurer: Mindy Stratmann-Sebol

stratmannm@umsl.edu

Past Chair: Britne Bacca-Haupt

bbacca@umsl.edu

Staff Council Members:

Amy Benwell

Matthew Becker

Yuan Chen

Devin Dixon

Katie Fraizer

Morgan Garvey

Allison Heimsath

Kelly Hogenmiller

Sean Marshall

Jennifer McEwen

Blain McVey

Afua Owusu- Agyeman

Lauren Pflug

Valonda Roberts

Justin Rubin

Betsy Sampson

Zach St. Clair

Bob Summers

Sophie Theiss

Ways to Attend Meetings

- Budget & Planning Meeting
 - Next Meeting TBD
 - <https://umsystem.zoom.us/j/92483595054>
 - Please email senate@umsl.edu for information
- University Assembly Meetings
 - November 18th , 2025
 - 3:00 PM
 - Meetings will be held in person; MSC Chamber
- Staff Council Meetings
 - 1st Wednesday of the month; 10:30 – 12:00 PM
 - Zoom; email staffassoc@umsl.edu for Zoom link

UNIVERSITY OF
MISSOURI-ST. LOUIS

Staff Community Groups

<https://www.umsl.edu/services/sassoc/community-groups.html>



Scan to create
a group!



MORE IS WHAT MOVES US

Digital Accessibility: Staff Update

Top 5 Things to Know and What to Do

UMSL Digital Accessibility Taskforce



Brief Overview of Digital Accessibility

Digital accessibility is the ability of a website, mobile application, video, or electronic document to be easily used by a wide range of people, including those who have visual, auditory, dexterity or cognitive disabilities who use assistive technology.

Accessible design benefits all users by making online content more flexible and versatile.

Timeline of recent events:

- 2022 – UM System Digital Accessibility Policy adopted
- 2023 – Office for Civil Rights: Dear Colleague Letter
- 2024 – New ADA regulations issued for all public entities
- 2024 – UMSL Accessibility Taskforce Formed
- April 2026 – Deadline for implementing new regulations

ADA Title II: A Quick Look

The Americans with Disabilities Act is a federal civil rights law enacted in 1990 that prohibits discrimination against people with disabilities in employment, public accommodations, state and local government, transportation, and telecommunications. ADA Title II applies to all public universities (state and local government programs.)

Two important things that ADA requires:

- **Effective Communication** (information is clear and usable for all)
- **Timely Manner** (waiting too long can equal non-compliance)

Courts and the Office for Civil Rights (OCR) do not look for intent, they look at impact. Being proactive is critical.

What Does This Mean for Digital Accessibility at UMSL?

Our digital landscape must adhere to the technical standard adopted by the DOJ, as set by the Web Content Accessibility Guidelines (WCAG) Version 2.1 Level AA.

The focus is on three key areas:

- Web content
- IT procurement (web applications, mobile applications)
- Academic course content

WCAG 2.1 Level AA includes 4 “POUR” key principles (perceivable, operable, understandable, and robust).

- Each principle follows a set of guidelines to ensure digital content is accessible to everyone.

What do I need to know?

Where do I start?

Be Informed

Know the Policy.

Know the Exemptions.

Plan for Accommodation.

Departments should review the limited exemptions and create processes for:

- Identify what content, if any in the scope of your department, may be exempt and logging where/why it is exempt.
- Providing timely accommodations or alternate formats *if anybody* requests an accessible version.

5 Exceptions to the Regulations

1. **Archived web content** (No longer in active use, kept for reference, research, or recordkeeping – cannot be updated)
2. **Preexisting conventional electronic documents** (Documents publicly available before April 2026, but the information is not currently relevant or in use)
3. **Content hosted by a 3rd party without a contract** (Content posted by the public, not controlled or required by UMSL)
4. **Password-protected individualized documents**
5. **Preexisting social media posts**
 - In short, all content and applications we access through a computer or mobile screen must be made accessible if it does not fall within an exception. Even if content falls under an exception, you must have the means to provide that content in an accessible format in a timely manner.

Be Involved

Designate an Internal Point of Contact or Accessibility Liaison

Each department should identify someone (or a small working group) responsible for:

- Staying up to date on guidance from the Digital Accessibility Taskforce and the UM System.
- Sharing training resources and communicating expectations within the department.
- Email OIEC@umsl.edu to let us know who your department point of contact will be.

Understand How the Regulations Apply to Your Work

Establish a Content Accessibility Assessment Process

Whether you're reviewing existing content or building new materials, departments should:

- Inventory digital materials (webpages, PDFs, media, etc.).
- Develop a review process to identify accessibility gaps and double check for compliance (content posting / campus communication checklists, syllabi/ course content review, setting internal guidelines for accessible meetings.)

Build Daily Accessibility Habits

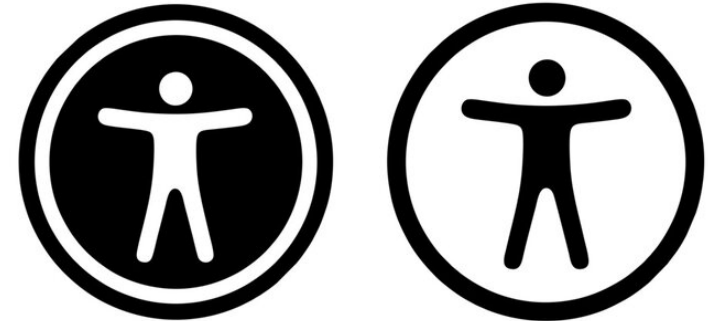
"Tackling accessibility starts with changing how you think about it." – Frank Spillers

- Use clear, descriptive text when using hyperlinks. Avoid “click here” or vague labels.
- Structure content properly by using Headings.
- Whenever content can be described as a list of something, it should be properly formatted as a list (bullet points or numbered list.)
- Check color and contrast to ensure text stands out from backgrounds.
- Pause before posting/sharing Ask: “Can someone with assistive tech access this the same way?”
 - **Use Accessibility Checkers.**

Checking for Accessibility in Microsoft Word, Excel, and PowerPoint

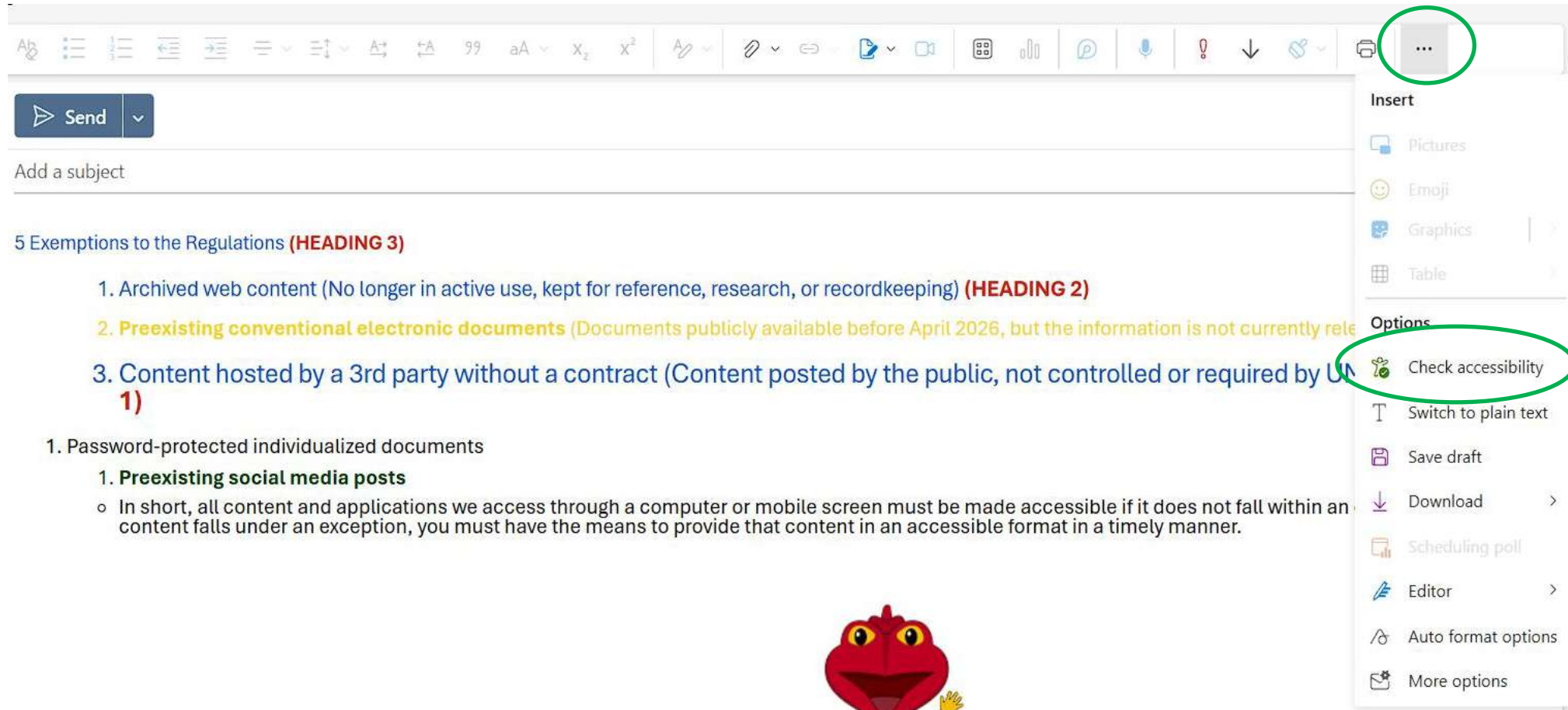
The way you operate the accessibility checker is the same for each program.

- Open the Review ribbon.
- Select Check Accessibility
- Make corrections as needed
- Manually double check your document. Accessibility checkers can't catch everything



Accessibility in Outlook

- Open the Message ribbon.
- Click the Ellipsis menu.
- Select Check Accessibility



The screenshot displays the Microsoft Outlook interface. The top ribbon shows various icons for text formatting, alignment, and insertion. The 'Send' button is visible on the left. The main content area contains a list of exemptions to regulations, with headings in red and blue. The ellipsis menu (three dots) is circled in green, and the 'Check accessibility' option is also circled in green. The 'Check accessibility' option is located under the 'Options' section of the menu.

5 Exemptions to the Regulations (HEADING 3)

1. Archived web content (No longer in active use, kept for reference, research, or recordkeeping) (HEADING 2)
2. Preexisting conventional electronic documents (Documents publicly available before April 2026, but the information is not currently rele...)
3. Content hosted by a 3rd party without a contract (Content posted by the public, not controlled or required by UN... 1)

1. Password-protected individualized documents
 1. Preexisting social media posts
 - o In short, all content and applications we access through a computer or mobile screen must be made accessible if it does not fall within an... content falls under an exception, you must have the means to provide that content in an accessible format in a timely manner.



Accessibility in Outlook (continued)

- Turn on “Prefers Accessible Content”
- Settings > General > Accessibility
- Manually check your work even if the Accessibility Checker clears you

The screenshot shows an Outlook email draft window. At the top, a status bar indicates 'Miller, Kenneth E. prefers accessible content.' A button labeled 'Check for accessibility issues' is circled in green. Below the 'To' field, the recipient is 'Miller, Kenneth E.'. The subject line is '5 Exemptions to the Regulations (HEADING 3)', with '(HEADING 3)' circled in green. The main body of the email contains a list of exemptions:

1. Archived web content (No longer in active use, kept for reference, research, or recordkeeping) (HEADING 2)
2. Preexisting conventional electronic documents (Documents publicly available before April 2026, but the information is not currently relevant or in use)
3. Content hosted by a 3rd party without a contract (Content posted by the public, not controlled or required by UMSL) (HEADING 1)

Below this list, there is another numbered list:

1. Password-protected individualized documents
 1. Preexisting social media posts
 - o In short, all content and applications we access through a computer or mobile screen must be made accessible if it does not fall within an exception. Even if content falls under an exception, you must have the means to provide that content in an accessible format in a timely manner.

Accessibility checker

Inline images must have alt text

Alt text is used by screen readers to describe inline images to people who can't see the screen. Good alt text helps visually impaired people understand the information shown in inline images.

Fix this

Text color contrast is too low

Text becomes difficult to read when its color is too similar to the color behind it. Increasing contrast makes text easier to read, especially when viewing documents in bright light. You can increase the contrast by changing the color of the font or by changing the color behind it.

Some issues were found

Fix the issues listed above, then check for accessibility issues again.

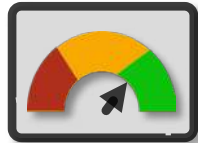
Check again



Steps to Ensure Canvas Course Accessibility



Run TidyUp



Run Ally
Accessibility
Report



Consult with
AT Team about
the Ally report



Meet with an
ID to resolve
challenging
content

Resources and Tools to Support Staff

- UMSL Digital Accessibility Website
- Professional Development: Accessibility Training Resources via Percipio and Missouri Online.
- Policy: Review relevant federal, state, and UM System laws and policies regarding Digital Accessibility.
- Stay tuned and signup for training workshops and webinars!



QR Code to UMSL Digital
Accessibility Website

Thank You!

What questions do you have?

- Contact for general accessibility concerns:
Kenny Miller: kemiller@umsl.edu
Jennifer Simms: jsimms@umsl.edu
- Contact for website accessibility concerns:
Jenny Martin: jennymartin@umsl.edu
- Contact for Canvas, TidyUP and Ally questions: at@umsystem.edu
- Contact for instructional design / course related redesign question
Center for Teaching and Learning: ctl@umsl.edu



HR UPDATES

UMSL Staff Association Meeting
Office of Human Resources
09/24/25

HR UPDATES

❖ Compliance training frequency

- First 31 days of start date (all)
- Annual training varies (e.g., Optometry)
- Merit eligibility

❖ Vacation Payout

- 12/31/25 Last day to use VAC hours
- Feb 2025 Last vacation payout

❖ Veterans Day Holiday

- 11/11/2025
- Sat/Sun – honored on Monday

❖ Student Employment Titles HR-204

- Graduate Assistantships
- All other student employees

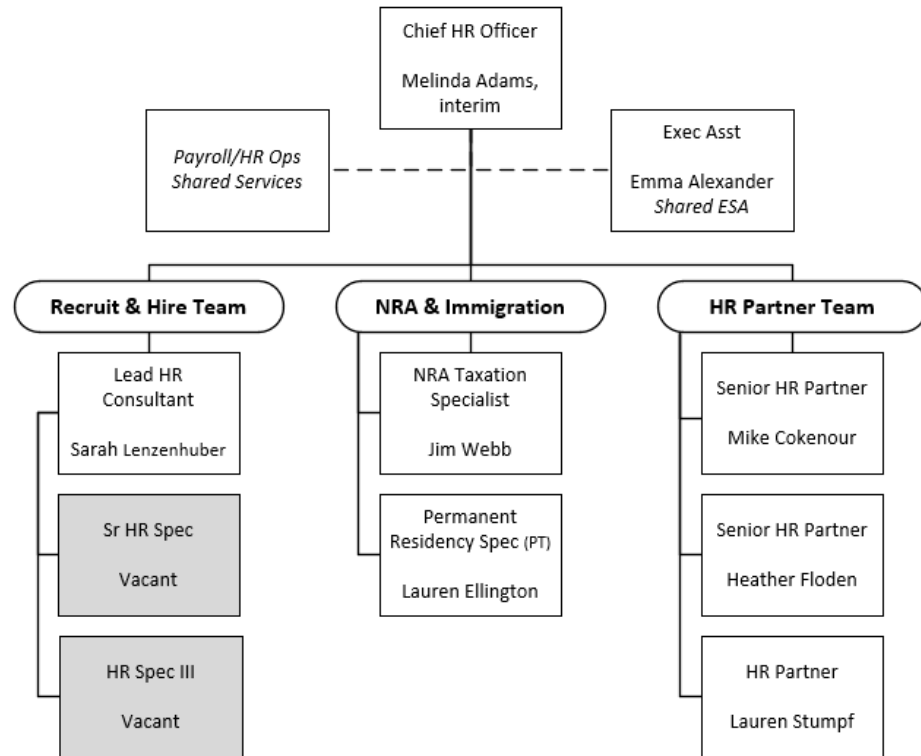


❖ Unpaid Appointments HR-513

- 09/26/25 Last day under current process
- 10/01/25 New process for new appts
- 02/28/26 All appointments transition



OFFICE OF HUMAN RESOURCES



UMSL HR Partners (umslhr@umsl.edu)

- Supervisor/Manager Coaching
- Career Laddering Conversations
- Unit Reorganizations & Position Management
- Training & Development
- Performance Reviews
- Employee Relations Matters

Payroll (payrollsharingservices@umsystem.edu)

- Employee specific payroll questions- Earnings, Direct deposit, or tax questions

Questions about I-9s (muner@umsystem.edu)

HR Service Center (hrservicecenter@umsystem.edu or 1-800-488-5288 or submit a ticket in AskHR)

- Employee-specific benefit questions including insurance and retirement
- myHR access issues
- W2 access issues
- Student loan forgiveness

UNIVERSITY OF
MISSOURI-ST. LOUIS

Information Technology Services - News

Staff Association – All Staff Meeting

Chris Scheetz | Interim CIO

September 24, 2025



New Printer Fleet

www.umsl.edu/tritonprint

Kyocera replaced Xerox

- **Latest Printer Technology**
 - Reduced jamming, improved quality, cost efficiencies
- **Printers in more public locations**
- **Additional flexibility for all users**
 - Email to Print
 - Web Print
 - Secure Release
- **Direct Support from SumnerOne**

The Rise of Artificial Intelligence

How do I protect UMSL data?

- ChatGPT
 - Paid
- CoPilot for Microsoft 365
 - Free vs Paid
- Additional Resources
 - <https://www.umsl.edu/technology/resources/artificial-intelligence.html>

Windows 10 – end of life

October 14, 2025

https://www.umsl.edu/technology/resources/windows_10_to_windows_11_upgrade.html

- ITS will reach out to impacted users
 - If system meets requirements – upgrade will be in Self Service
- Requirements
 - Solid State Drive (SSD)
 - 30GB hard drive space
 - TPM chip
- Which version do you have? Where is your start menu



Technology initiatives in departments?

Exploring new hardware or software tools to improve efficiencies?

- Campus Relations and Communications Team
 - IT Portfolio & Relationship Managers
 - Project Managers
- crc@umsl.edu
- <https://www.umsl.edu/technology/about/departments/crc.html>

Questions?

<https://help.umsl.edu>



UNIVERSITY OF
MISSOURI-ST. LOUIS

Thank You for Attending!

MORE IS WHAT MOVES US