

CLASSIFIED STAFF ADVISORY COUNCIL

Minutes

Tuesday, November 18, 2014

Members Present: Dawn Baker, Cathy Dalton, Tom Fortner, Jamie Henne, Mina Lundy, Cynthia Riley, Kym Sellers, Ife Shafeek, Tony Shreck, Elizabeth Styers, Kim Thomas, Earl Thompson

Members Excused Absence: Sue Bevan, Jodi Blacklidge, Jennifer Cox, Ryan Fullenkamp, Julie Greenup, Amanda Karper, Lori Luckner, Suzanne Semones, Kurt Holden, Diana Atkins

- I. Approval of October, 2014 meeting minutes: The committee reviewed and approved the minutes of October 21, 2014.

- II. Old Business
 - A. Staff Open Forum: Issues discussed with regards to the Staff Open Forum.
 1. The connectivity with Lake Campus was inconsistent
 2. Recommendation was made to host a Town Hall style meeting at the spring Open Forum
 - B. December Meeting Carry-In: A sign-up sheet was distributed for those who wish to participate in the December meeting carry-in. Elizabeth will contact those who were unable to make today's meeting.
 - C. Staff Council Updates:
 1. Winter Leave:
 - a. The university's January 2, 2015 return date is in alignment with the State's return date.
 - b. The Classified Staff Advisory Council supports the WSU Winter Leave Program and appreciates the opportunity we've been given to take a break before the start of the new semester.
 2. Suggestion Box:
 - a. Recommendations to provide free summer parking to students
 - b. Signage to place emergency numbers in restrooms so people will know to call 211 rather than 911
 - c. Clarification for how vacations days can be used
 - d. Physicians Bldg. traffic flow assessed to prevent accidents
 - D. Committee Reports:

1. The committee review the Hospitality Committee minutes.
2. Elizabeth Styers reported on the November Faculty Senate Meeting.
 - a. Raiderthon was a success
 - b. Cliff Rosenberger, Ohio Speaker of the House is a WSU graduate
 - c. Lake Campus has completed the interview process and selected two candidates for the Dean of Lake Campus
 - d. CEHS Dean is retiring and a search is currently underway
- E. Dreamweaver Software Purchase for Website: The committee agreed to hold on the purchase of Dreamweaver until we can get clarification on the CSAC status of the university's conversion to Drupal.

III. New Business

A. Parking

- a. Increase in parking passes
- b. Parking Services will provide 10 electric spaces around student parking
- c. More parking space are expected to open in Lot 17 once construction from NEC clears
- d. A concern was raised with regards to parking in front of the Student Union with cars improperly parked at the curb. This creates a safety hazard for pedestrians coming to/from the building. A question was asked about who is responsible for reinforcing traffic rules in this area.

B. Raidersgiving: Planning is currently underway for this event. Those interested in attending may register online

C. Faculty Staff Appreciation:

- a. Volunteers are needed in the following areas
 - i. to assist with event preparation and activities evening of the event
 - ii. seek donations for door prizes
 - iii. Work the CSAC Raffle
- b. Cindy motioned to donate a throw for the door prize. Motion seconded and approved.

D. OSCE Meeting:

- a. The next meeting will be held at the Chancellor's Office
- b. WSU will pay for the food to host this event

E. Total Compensation Committee: Dawn Banker and Luchanna Davis have been selected to serve as Classified Staff representation for this committee

F. Workplace Injuries: Sherry Mickey-Boggs will update the website to direct those who are injured in the workplace to report to Raj Soan

- Medical Center or Urgent Care on Kemp Road. The Physician's Building located on campus is not equipped to receive those injured in the workplace.
- G. Promotion Increases: Promotions of 5% may be given without outside competition; up to 7% with outside competition
 - H. Speakers/Topics: Send suggestions to Dawn

IV. Hot Topics

- A. Dawn has been selected to serve on the Bolinga Search Committee
- B. Committee discussed ways to recruit new members and to select a historian to track CSAC History and Activities to possibly post on the grapevine

Next Meeting: **Tuesday, December 16, 2014, 9:10 – 10:50 a.m., E103 Student Union**