

Unclassified Staff Advisory Council (USAC)
Meeting Minutes
Thursday, November 12, 2015
157 Student Union
9:00 - 10:30 a.m.

In attendance: Julia Acosta, Danielle Booth, Pam Bowers, Misty Cox, Jerry Hensley, Mark Hibner, Jonathan Jackson, Carol Vuckovich, Amanda Watkins, Jeff Wehmeyer, Jason Kohlhepp, Drew Corbett, and Amanda Karper

Call meeting to order - 9:03 AM

Approval of minutes from October 8, 2015 - Approved

New Business

- Guest Speaker: TBD
 - There was no guest speaker. We hope to have Dr. Nicole Carter from the Women's Center at the next meeting. Some suggestions for future speakers included: Tom Webb (ODS), speaker on the Active Bystander series, speaker to address racial tensions affecting other campuses and what WSU is doing to prevent this, and a representative from UCIE. Please email Misty Cox if you have a speaker suggestion.
- Hiring Reengineering – online Hiring toolkit
 - Human Resources emailed information on the toolkit last week. It is open to everyone.

Ongoing Business

- **2016 Open Enrollment** – ends November 13th - You will be assessed a \$50 fee if you do not enroll by the deadline.
- **Reducing College Costs/Blue Ribbon Task Force update** - The report is now available. There is a meeting scheduled for early December.
- **Service Unit Review Committees** - There will be 4 phases: the committee will be involved in phases 1 and 2. The timeline for phases 1 and 2 is 11 weeks and 12-15 weeks for phases 3 and 4. Implementation will be completed by the unit and administrators.
- **Total Compensation Committee** - November meeting cancelled. Email forthcoming on the December meeting.
- Committee Updates
 - USAC subcommittees
 - Bylaws and Charter - Did not meet
 - Communications and Marketing - Did not meet
 - **Community Service – Raidersgiving update** - November 26 (Thanksgiving) 12:00-2:00 pm in McLin gym. Chartwells and Jeet India are catering. Monetary donations are being accepted.
 - Compensation, Benefits, and Equity - Did not meet
 - Nominations / Fundraising - Did not meet
 - University committees

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- **Athletic Council** - Rod Perry (Deputy Director) is leaving as he accepted another position. The track coach has also left for another position and the assistant coach has been promoted to coach until filled. Wright State will be participating in the cost of attendance initiative by covering 13 men and 13 women from basketball and volleyball. Work is expected to begin this spring on the tennis court. Student-athletes have completed 6,000 hours of community service.
- **Dining Services** - Did not meet
- **Ohio Staff Council of Higher Education (OSCHE)** - Dues will increase by \$30 to cover conference fees such as catering (summer conferences would not be covered). Invoices for membership will be sent soon. The website will be a member's only website with each institution allowing 5 members. Misty Cox will be the USAC representative. Ohio State is working with Lumina to assess graduation rates and to review their graduate fee remission policy in regards to taxes. An agenda item regarding WSU's current fee remission policy for graduate taxes will be added to the Staff Council agenda.
- **Parking Services** - Did not meet
- **Staff Development Day** - Save the date: Tuesday, March 2nd. Also Mike Morton, who was responsible for door prizes, has accepted another position. Additional help with door prizes will be greatly appreciated.
- **University Diversity Advisory Council (UDAC)** - Did not meet
- **Wellness and Recreation** - The portal is being redesigned to allow easier access to information and to sync with fitness devices such as FitBit. Peggy Bloom is processing the 25% reimbursement for those who purchased campus recreation passes. The mobile mammogram unit will be on campus Monday, November 23rd 9:00 AM-5:00 PM by BART. Appointments will be approximately 20 minutes. Also Biometric screenings on campus will be February 2, 3, 4, 9, and 10th. More information will be distributed in December. Please note that all challenges are closed for fall.
- **WSU Bookstore** - Did not meet
- **WSU Staff Council** - Did not meet. Scheduled November 18th.
- **Faculty/Staff Appreciation Day** - Did not meet

Schedule Reminders

- WSU Staff Council – Wednesday, November 18, 2:00 – 4:00 p.m., 267 University Hall
- USAC Meeting – Thurs. December 10, 9:00 – 10:30am, 008 Student Union (Rathskeller)

Adjourn meeting-9:41 AM

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USAC: The purpose of the Unclassified Staff Advisory Council (USAC) is to represent its members to the university by: promoting their general welfare; advocating for unclassified staff through active participation in university governance structure; reviewing, initiating and making recommendation on relevant university policies and procedures; encouraging and facilitating communication among members; and encouraging professional development opportunities. One of the prime responsibilities of this council is to serve the educational community by creating and maintaining an environment conducive to the teaching, learning, research, and service functions of higher education. The recommendations of the council are submitted to the university president.