

Staff Council Meeting Minutes

Wednesday, May 11, 2016

267 University Hall

2:00 - 4:00 pm

In attendance: Dr. Berberich, Misty Cox, Jamie Henne, Elizabeth Styers, Dawn Banker, Suzanne Semones, Ryan Fullenkamp, Aaron Skira, Jonathan Jackson, Jerry Hensley, Cindy Riley, and Amanda Watkins

via phone: Linda Helentjaris

Guest speaker/presenter: Shari Mickey-Boggs, A.V.P. and Chief Human Resources Officer
Shari updated Staff Council on the reorganization, strategy (the 7 key areas), and highlights of Human Resources. An update on the Fair Labor Standards Act was provided.

1. **Old Business** – *Dr. Berberich*

- a. HR response time for candidates applying for jobs at WSU – policy?
Currently three communications are sent out by HR: application accepted, interview selection, and position filled notice. The search committee is responsible for notifying applicants that they are not selected for interview.
- b. Space for councils
University archives across the street can store paper files. Shannon Norton is currently visiting other potential spaces for the non-paper items.

2. **New Business** – *Dr. Berberich*

- a. Suggestion box submission:
It might be a good idea to have a locked deposit box for Foundation on the main campus. Sometimes people have to drive checks over there 4-5 times a week, which may not seem like much, unless you are covering phones, front desk etc.
Two possible suggestions: A locked box can be delivered to Foundations via campus mail or a drop box can be installed at the Bursar office. Dr. Berberich will research further.
- b. Admin. Professionals luncheon
Concerns about the guest speaker were voiced.
- c. New Staff Council meeting day/time for 2016-17 (Wed. afternoons don't work for Tom)
Proposed new meeting time: 2nd Tuesday of the month 1:30-3:30 pm.

3. **Additional issues/topics/events** – **Staff Council only**

- a. Physical Plant contract
President Hopkins is reviewing current contract with HR.
- b. President's Awards for Excellence
Representatives from CSAC (Tom Fortener & Kathy Dalton) and USAC (Aaron Skira & Jonathan Jackson) are serving on the committee.

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- c. Staff, Faculty and Retirees Picnic – Friday, June 10th from 11:00 a.m. – 1:00 p.m. – Garden of Senses – volunteers needed
Email Shannon Norton (Shannon.norton@wright.edu) if you are interested in volunteering.
- d. Budget Remediation
No update provided.
- e. Presidential Search and Selection Advisory Committee
Dawn Banker and Misty Cox are serving on this committee.

Next Staff Council Meeting:

Wednesday, June 8th from 2:00 p.m. – 4:00 p.m. – 267 University Hall