

Unclassified Staff Advisory Council Meeting Minutes

Thursday, November 21, 2019
Atlantis Room (157 A/B) Student Union
9:00-10:30 a.m.

- I. In attendance
 - a. Voting Members: Catherine Anderson, Jennifer Attenweiler, Ryan Black, Michael Griest, Matt Grushon, Katie Halberg, , Christopher Hogan, Lindsey Miller, Carol Rader, Frank Wolz
 - b. Non-voting members: Jerry Hensley, Corrine Pleska
 - c. Guest: none
- II. Call meeting to order 9:07 am
- III. Approval of minutes from October 17, 2019
- IV. New Business
 - a. New President, Dr. Susan Edwards beginning January 1, 2020
 - b. Jeff Ulleman hired on as a consultant for Sommer Todd as he understand compliance
 - c. USAC and CSAC leaders met with Dr. Edwards
 - i. Wanted to hear about “staff world”
 - ii. Supportive of shared governance
 - iii. Would love to come to Staff Council meeting
 - iv. How can staff help with student retention
 1. Participate with transfer events
 2. How can we help be present
 - v. Discussed goals and accomplishments
 - vi. Tornado cleanup
 - vii. Increase staff morale and student retention
 - d. Talk Back Lunch November
 - i. Classified notified
 - ii. Good feedback on shared governance
 - iii. Suggestions – survey for feedback with FAQs
 1. How did we come up with the number of representatives
 2. How we got to this point
 3. Moment of change for the university and a good time to be positive
 4. Unified staff with equal representation
 5. Co-Chairs that will go to the one in the following year
 6. Jerry Hensley will work on survey with Jennifer and Carly
 7. Survey to be sent out in December
- V. Ongoing Business
 - a. Leave bank discussions on hold until spring
- VI. Committee Updates
 - a. WSU Staff Council
 - i. Greg Sample – guest speaker
 - ii. Direct reports to Dr. Edwards
 1. Police Department
 2. Compliance
 3. HR
 4. Student Success

Unclassified Staff Advisory Council Meeting Minutes

- iii. VPSA will be rehired
- iv. Retention is the big priority
- v. Paul Carney's contract was extended
- vi. Faculty Senate will be at the next leadership meeting
- vii. New Business for Staff Council
 - 1. Sick Leave for emergency needs
 - 2. Discussing FLMA
 - 3. Winter Leave request was discuss
 - a. Asking for a 3rd day as an appreciation for staff
 - b. Shari will be taking the idea to leadership

Paul Carney to come as quest speaker in the spring

What is the plan for enrollment?

Comprehensive retention plan

Applications are down across the state

Enrollment needs to be more than undergrad

High School Visit

Montgomery and Greene County scholarships

Additional visits to Sinclair, Clark and other community colleges

Tax on the Nutter Center – City of Fairborn

- b. USAC subcommittees
 - i. Bylaws and Charter – no report
 - ii. Community Service/We Serve U (Ryan Black)
 - 1. Cards for children at Dayton Children's Hospital
 - 2. Question of "Do the cards make it to the kids?"
 - iii. Compensation, Benefits, and Equity – No updates
 - iv. Nominations / Fundraising – no report
 - v. Staff Morale and Retention
 - 1. Cookie decorating on Thursday, Dec. 19
 - 2. Raffle donations from the bookstore
 - 3. Dining Services wanted form to approve for off campus food – still talking
 - 4. Donuts are out permitted from outside vendor
 - 5. Catherine working on advertising of Save the Date
- c. University committees
 - i. Athletic Council – Chris Hogan & Donna Braswell
 - 1. Baseball coach spoke at meeting
 - 2. Tours of the athletic facilities is available
 - ii. Dining Services – Katie Halberg
 - 1. Refillable cup (student idea) Sustainability
 - iii. Ohio Staff Council of Higher Education (OSCHE) – Frank Wolt
 - 1. November meeting – developed a notebook
 - a. Each institutions parking policies, lead policies, etc. can be accessed by other schools
 - 2. Kent State is putting together a Staff Council / Senate

Unclassified Staff Advisory Council Meeting Minutes

- iv. WSU Bookstore – Katie Halberg
 - 1. Textbooks are increasing in sales and closer to the past sales
- d. Inactive Committees
 - i. Communications and Marketing
 - ii. Academic Reorganization (ARC)
 - iii. Total Compensation Committee
 - iv. Parking Services
 - v. Sustainability
 - vi. Wellness and Recreation
 - vii. University Diversity Advisory Council (UDAC)
- VII. Events
 - a. December Donuts and Coffee or Cookie Decorating – December 19, 2019
 - i. Student Union Atrium
- VIII. Schedule Reminders:
 - A. WSU Staff Council – Thursday, December 12, 2019, 9:00 – 11:00 a.m., 267 University Hall
 - B. Staff Council Talk Back Lunch – None for December
 - C. USAC Meeting – Thursday, December 19, 2019, 9:00 – 10:30 a.m., Atlantis Room (157 SU)
- IX. Meeting Adjourned at 10:25 am.

Unclassified Staff Advisory Council (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.