Call to Order

Adoption of the Agenda
- 1st: Kris; 2nd: Chrissy
- Motion passed, agenda approved.

Approval of the Previous Meeting Minutes
- No corrections; 1st: Tim; 2nd: Chrissy;
- Motion passed, minutes approved.

Executive Committee Reports

Chair
- Enterprise Project – Ann Massarro’s visit to 11/8 business meeting (Lead for Change Management)
  - Are there any questions or topics that Liz can send to Ann in advance?
    - How Change Management fits into the larger Enterprise Project, and how communication is integrated;
    - Which staff positions will be impacted/eliminated by the Enterprise Project?
    - How are subject matter experts included in the architecture phase?
    - Are there any anticipated changes/staff impacts that they can communicate this early in the process? What is the timeline for when we expect to see these impacts taking place?
- Debrief – Brownbag with Geoff Chatas
  - Very positive feedback; was helpful to brainstorm ideas with Geoff
  - The conversation opened up further opportunities for engagement
    - Possibility of town hall
    - Additional opportunities to support staff with endowment funds
    - Discussion of timeline for future town hall events
    - Since the strategic plan is organized by 5 pillars, can we schedule town halls based on the strategic pillars?
- Buckeyes ACT Update
  - Ohio State’s committee/think-tank/collaborative to discuss how the university responds to federal guidelines regarding Title IX reporting, sexual misconduct
  - 3rd year of Campus Climate Survey; no tremendous statistical changes, but reporting data has increased
  - Many representatives from OHR, college leadership, OSUPD, Title IX Compliance Office
  - Federal policies change with changes to federal leadership
  - How can we help staff understand their role and interaction with Title IX, sexual harassment/misconduct policies?
• Vacancy on USAC Committee
  o Jerri Dillard has stepped down from the committee, and since there are still 2 years left on her term, we will be filling this position
  o Vacancies are fulfilled based on what is left on the term, but it is not required to fill it;
  o The Governance subcommittee advised on the procedure
  o Typically, alternates (who were already approved by the Office of the President) are notified of the vacancy first, but once the alternate list is exhausted, we may consider other possibilities
  o Current alternate consideration is a staff member in OHR, focusing on worker’s compensation and disability rights; only one alternate currently
  o Motion to approve Tracey Laud as alternate to fulfill vacancy
    ▪ 1st: Tom, 2nd: Aaron
    ▪ Motion approved.

Chair Elect
• Agenda Planning for the remainder of the year:
  o 11/8 meeting: Ann Massarro, Byrne Melnick (Health & Wellness), Jerry Raymond (Senate Fiscal Committee)
  o 11/29 meeting (no meeting Thanksgiving Week): OHR to discuss Virgin Pulse software; Conversations with the President preparation
  o 12/13: Governance guest, Kevin Petrilla

Communications
• Results from the vote regarding the name for the upcoming Benefits Fair
  • 40% in agreement: Staff Benefits & Wellness Expo will be the new name (hosted by USAC in collaboration with our Health & Wellness partners)
• Attended One University Faculty and Staff Subcommittee meeting
  o Sub-committees based off on wellness pillars;
    ▪ Emotional wellness subcommittee: “Just Breathe” campaign to promote emotion wellness;
    ▪ Financial wellness subcommittee (collaborating with Central Marketing regarding staff benefits),
• Continuing preparations for Conversations with the President event, how to gauge audience, gather questions & feedback, etc.
• Newsletter will hopefully be sent out around 10/27;
• campus-wide staff email can only be sent out 2-3 times a year, so how can use this messaging tool most efficiently?

Treasurer/Recorder
• Notoriously long procurement process
• Up to date on e-requests, waiting for approvals
• Leaving at 10:00 a.m.

Subcommittee Reports

Governance
• Thanks to those of you who have provided feedback on bylaws, but it is highly encouraged that those who have *not* sent feedback to do so by Monday, October 30.
• Because current bylaws are so prescriptive, Governance will be editing out a lot
of detail, so input is critical
• Governance will be meeting Molly Driscoll in OHR to discuss next Staff Career Development Grant cycle (can we align the grant process with the Strategic Plan?)

Staff Compensation & Benefits (SCBS)
•Upcoming meeting with Tammy Jones and Michelle Bondurant soon to discuss Total Rewards
•Re-energizing Class & Comp project (especially in the wake of the Enterprise Project); how can we learn more about the process behind classification?
  o Discussion about the complexities of Class & Comp, how it affects staff, and how the university communicates it

Outreach & Engagement (O&E)
• Regional Staff Retreat – November 3rd (at least one representative from each region attending);
• Upcoming Star House volunteer opportunity this Friday; spots still open if you’d like to volunteer!
• Registration for Staff Benefits & Wellness Expo – working on new site (Cvent)

Diversity & Inclusion Taskforce
• Had meeting with Molly Driscoll’s team (including Terra Metzger & Nina Brooks new Learning & Development consultant for D&I opportunities)
  o ERG implementation: still working on implementing ERGs on campus side (as they currently exist on Medical Center site)
  o Currently working on how to fund/support ERGs on campus side (best practices for establishing ERGs, how to support programming)
• Focus groups sessions are complete; D&I met yesterday to analyze responses and determine common themes;
  o For second and third session, they added one question: “What is your perspective as a staff member in terms of culture and climate when it comes to diversity and inclusion?” – very helpful responses

OHR Liaison Report:

Guests:

Old Business (anything left from last meeting or previous meetings that needs discussion)

New Business (anything being brought up for first time)
• Preparation for Conversations with the President event
• Feedback on New Member Engagement: Breakout Sessions
• Upcoming meeting with Susan Basso
  o What impression do we want her to have of USAC?
  o What questions/topics do we want to discuss with her?

Announcements

Adjournment