UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting Minutes
January 23, 2019
Dave Griner Room - RPAC
8:30 - 10:30 a.m.

In Attendance: Andrew Jordan, Shea Ryan, Lisa Mayhugh, Chrissy Sprouse, Stacey Copley, Steven Blalock, Ferdinand Avila-Medina, Kaitlin Hohenberger, Tim Lombardo, Christine Benadum, Tracey Pawlowski, Kris Villilo, Brittany Savko, Kate Blevins, Lauren Gannon Evans, Morgan Buckner, Katie Watkins, Ginny Corso, Tom Gessells, Cesar Seguil, Megan Hasting, Steven Loborec, Brittany Crall, Courtney Sanders, Sandy Otis, Aaron Moore

Call to Order
Adoption of the Agenda
Approval of the Previous Meeting Minutes

Executive Committee Reports
Chair:
- Updated President Drake and Provost McPherson on the Shared Governance Proposal last week. President Drake asked what makes the difference if staff are at the table? Tom and Andrew are working on a document answering this question
  - Proposal did not go to Senate Steering for January but it is slated to go in February. President Drake looking at proposal
- USAC Annual Report – small group met last Friday to work on report outline. Please let Chrissy know if you are interested in working on the report. Meetings are held in Bricker Hall. Please contact subcommittee leads to help with subcommittee overview
- USAC Elections for next year are coming up. Need to create an officer election taskforce – 3rd year members to serve on this taskforce. Please let Tom know if you are interested in serving. Elections will be for the Chair-Elect, Communications, and Secretary/Treasurer roles
- Discussion with Stacy Rastauskas on government shutdown and how it impacts staff

Chair Elect:
- Regional Campus Meeting recap – members traveled to Marion, Newark and Wooster. Lima visit was cancelled due to weather conditions but is rescheduled for March 13th. Thank you to those that traveled. Shared updates, current initiatives, how we are engaging with various groups and highlighted new member recruitment process. Each campus has been granted $500 from USAC. This grant is to be used towards staff
  - Ginny working on a date for Mansfield visit
- New Member Task Force updates – brief meeting after today’s business meeting. Goal is to have applications to go live by Feb 1st. In-person interviews will be the week of the annual report. If you did not respond and want to help, please email Andrew. Help is still needed for information sessions. Andrew will be sending script for recruiting.
- Agenda Planner
  - Feb 13th – USAC officer presentations
  - March 13th – Susan Basso
  - March 27th – New Member vote-in
Communications:
- Tim has officially resigned as Vice Chair of Communications but will remain on USAC. Subcommittee will need to be selected. Tom to reach out to each subcommittee
  - According to bylaws, recommendation to be made to USAC for expired officer role.
  - Would like to nominate Shea Ryan to fill role. Shea has taken over social media and fits criteria outlined in bylaws.
  - Quorum has been met
  - Moved to appoint Shea effective today (January 23, 2019) to serve as Vice Chair of Communications. Motion has been seconded. Majority have approved motion. Motion has passed

Secretary/Treasurer:
- Dec 12th meeting minutes have been posted to website
- Working with finance director from regional campuses for chartfield information for $500 transfer
- Travel reimbursements for those that traveled to regional campuses have been submitted. If you have not received your reimbursement, please let Chrissy know.
- Update to information presented from Sharon Saia at the Nov 28th business meeting regarding the Employee Emergency Fund. Reported a high number of staff making at or below poverty. OHR ran data which confirmed 17 staff which are at 50-60% FTE are marking at or below poverty level which is $12,140.
  - EEF grant has increased from $500 to $1,000 effective Jan 1st.

Subcommittee Reports
Inclusive Excellence (IE):
- Partnering with Multicultural Center to hold workshops to staff. Meeting next Wed with Appy. Goal is to hold workshops by the end of the semester. Will use USAC communication platform to get information out to staff
  - Training is available in Buckeyelearn but no classes are scheduled. Understanding that OHR is working with Student Life to set up dates. Cesar has requested classes through Buckeyelearn but has not heard anything regarding a specific date/time for the class. Tracey confirmed that requests for a class should go to the unit administrator that manages that specific class. A unit has to have an administrator to manage the content, attendees, etc of a class that is being offered.

Governance:
- SCDG Review Refresher – process is still the same to review applications as the fall. Lisa to send presentation. Typically we have 2.5 weeks to review applications once received from OHR
  - Applications are still open until Jan 31st. Please push for staff to apply for grants
  - If you are not able to review grants, please email Lisa
  - Will be able to film stories regarding grant impacts through the Digital Union. Aiming to have filming done by end of Feb for annual report

Outreach & Engagement (O&E):
- Registration is open for SBWE. Meeting with programming group for breakout sessions. Sessions will include finances, RAD course and possible Toastmasters

Staff Compensation & Benefits (SCBS):
- Will be printing Rewards and Recognition infographic soon
- Working on New Buckeye Welcome
- William Ashley will be presenting over the next couple of months to SCBS meetings. SCBS will relay information from these presentations to USAC

**Task Forces**

**OHR Liaison Report**
- Manager Self-Service focus group meeting next week. For those a part of this group, please be active and honest with feedback
- Looking at business unit initiatives in OHR. Susan will be reviewing initiatives to see what will move forward. All other initiatives will be on hold. Think about this when making recommendations on the year end report

**Items for Informational Purposes**

**Items for Group Discussion**
- Multicultural Center – Appy Frykenberg and Alex Winkowski - Fostering Including Organizations and Space Workshop (9-10am)
  - Why is it difficult to engage in conversations around diversity, inclusion and social justice?
    - Fear/anxiety of own biases and offending others, different understanding on the definition of diversity and inclusion, exhausting to convince others of reality
  - Diversity and Inclusion Core concepts
    - Diversity - All the ways in which people differ, and it encompasses all the different characteristics that make one individual or group different from another.
    - All encompassing definition - diversity defines a community not an individual
    - Inclusion – intentional and active process of reaching out to people who might otherwise be excluded or marginalized, such as those who hold minoritized identities.
      - Inclusion focuses not only on the demographics of the group, but on the sense of belonging experienced by its members
  - Diversity vs. inclusion
    - Neither diverse nor inclusive
    - Diverse but not inclusive
    - Both diverse and inclusive
  - Subtle behaviors of excluding – silence, non-verbal cues in meetings
  - Representation vs shared leadership
    - Representation – often framed in terms of numbers
      - Presence of marginalized people in participation and leadership
    - Shared leadership – requires a shift in organizational mindset
      - Openness to organizational change with follow-through (mission, vision, and practice)
      - Understanding of how marginalized folks might benefit (or experience challenges) by participating in your organization
      - Showing up for others
  - Tokenization
    - How do you define tokenization?
      - One person of a certain identity to speak on the greater whole, checking the diversity box
    - What are some scenarios that might indicate tokenization
• Recruiting, not feeling connected or fear of lack of engagement with an diverse audience

• Resources
  ▪ Think about how diversity and inclusion operate within your unit and what could be done differently
  ▪ Identify areas for change, especially as they related to enhancing shared leadership and recognizing patterns of tokenization
  ▪ BART – Bias Assessment and Response Team (available for employees and students). Go.osu.edu/BART
  ▪ MCC – staff trainings available. Mcc.osu.edu

Adjournments