UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting Minutes
October 10, 2018
Dave Griner Room - RPAC
8:30 - 10:30 a.m.

In Attendance: Shea Ryan, Lisa Mayhugh, Lauren Gannon Evans, Megan Hasting, Christine Benadum, Ginny Corso, Steven Blalock, Ferdinand Avila-Medina, Tom Gessells, Chrissy Sprouse, Stacey Copley, Abby Whaley, Kate Blevins, Cesar Seguil, Katie Watkins, Steven Loborec, Sunny Zong, Andrew Jordan, Courtney Sanders, Aaron Moore, Sandy Otis, Twhila Holley

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

Executive Committee Reports
Chair:
  o Tom and Andrew met with President Drake. Provided updates on upcoming project/events.
    • Feedback from President Drake on Conversations Event last year was positive. This year we will have an open mic as well as livestreaming
    • Mike Papadakis, Provost McPherson, Susan Basso, and Gail Marsh have been invited to attend in order to answer questions from audience.
    • President Drake provided updates on the Strategic Plan’s Teaching and Learning pillar
  o Monthly meeting with Susan Basso.
    • Update provided on Local SAC retreat scheduled for Nov 9th.
    • Feedback received from Susan regarding staff voice on University Senate.
    • Linette (Lin) Hillis has been named AVP Talent, Diversity and Leadership. Start date is Oct 29th.
  o PPCW networking feedback:
    • Good conversation and format
    • Would like more time for next meeting
    • Overall feelings - staff do not really know about policy or feel that it is inconsistently used

Chair Elect:
  o Agenda Planner
    • Oct 24th Business Meeting - Breakout session scheduled in order to prep for Conversations with President Drake event
    • Think about questions from a USAC perspective for next Business Meeting
  o Next steps – Enterprise Project. We are viewed as a critical partner

Communications:
  o Shea Ryan will be helping with USAC’s Social Media
  o Volunteers needed for staff testimonial on what it is like to be a staff member at Ohio State. Please let Tim know if you are interested
Secretary/Treasurer:
  o Sept 12th Business Meeting minutes have been posted to website

Subcommittee Reports
Inclusive Excellence (IE):
  o Cesar and Ferdinand helped with Hispanic Latino ERG event. Event was well attended. Leadership within ERG expressed interest in working with USAC.
    • Contacted other ERGs on campus but no responses have been received yet.

Governance:
  o Waiting on OHR regarding next steps for SCDGs

Outreach & Engagement (O&E):
  o Planning Local SAC retreat – calendar invite has been sent to committee
  o Next Tuesday, Oct 16th, is planning meeting for Staff Benefits & Wellness Expo
    • Michele Bondurant will be joining in order to help with the contacts and relationships with the discount programs offered to employees
  o Conversations with the President event will be in the Great Hall Meeting Room. Livestreaming will be available

Staff Compensation & Benefits (SCBS):
  o Meeting with Brent Sohngen from the Faculty Compensation and Benefits Committee.
    • Committee has data collection and analysis to share
  o Meeting with Molly Driscoll regarding New Buckeye Welcome. More details to come
  o Working on Local Rewards and Recognition infographic.
    • This is an attempt to take data collected from last year in order to share with managers.
    • This will be a toolkit for best practices used around the University

Task Forces
OHR Liaison Report

Items for Informational Purposes
  o Mike Anderson, William Ashley, Natalie Sisto-Means, Karen Durano – Enterprise Project updates (9:00-9:45)
    • Recent Highlights
      ▪ Formalized new governance structure
      ▪ Completed planning for the extended timeline – Workday will go live in 2020: Finance and HCM
      ▪ Confirmed scope changes that support the university mission
      ▪ Realigned the project team structure to the needs of the extended timeline
    • Scope Changes
      ▪ HR Service Delivery to create consistent and high quality HR services for moments that matter
      ▪ Better customer support technology to help navigate Ohio State’s resources
      ▪ Student Constituent Relationship Management system to provide a more holistic view of student interactions. Go live will be 2021
      ▪ eCommerce system implementation to make it easier and more consistent to collect payments
• Supply chain business and technology improvements to help the university community procure goods and services when they want them
  • Workforce planning to define administrative roles and prepare staff to conduct business after system go-live
• Project is in the configuration and prototype phase. There will be a year of testing before go live
• This week was the first go live. Rolled out Tableau Server on October 8th – reporting platform that supports shared data visualizations and analyses throughout the University
  • Tableau Server – no license needed. In order to develop within Tableau – license would be needed
• New Governance Model (https://enterprise-project.osu.edu/about/project-governance) – streamlining decision making process.
  • Tracey is viewed as Business Advocate - validates solutions and facilitates decision-making and provides cross-workstream direction
  • Advisory Groups – consult on significant issues throughout the project. Meets on monthly basis.
• Engaging the University Community
  • Project teams are engaging faculty, staff and students from all areas of the institution to capture valuable insights
  • Staff and Faculty Advisory Groups are the sounding boards especially during policy related changes and potential impact to staff roles.
• Project team would like to come more frequently to USAC Business meetings. Would like to demo Workday
• Change Management Team – back and forth facilitator.
  • Strongly suggest having USAC member in colleges/departments as Change Networks
  • From HR and Finance perspective – Workday is a solid tool. Small colleges have gone live with student today
• What are you hearing about the Enterprise Project among staff?
  • Anxiety among employees – change of jobs due to efficiencies. Are roles being eliminated?
    • HR Transformation – jobs will change, roles will change. Services teams – Workday will help with transaction efficiency and create Centers of Expertise.
    • Baseline Survey will help define roles for workforce planning
    • Career pathways, high levels of customer satisfaction
  • Change Management – Karen Durano
    • Will need to schedule to come back for future Business Meeting in order to show how you can use model
    • Identify ways we can support Enterprise Project changes
    • Role of OCM on the Enterprise Project and how the OCM team uses ADKAR Model
      • Change is an external event that happens instantly
      • Transition to change is an internal process that each of us experiences individually over time
      • Three phases of transition
        • Endings; Letting go
        • Neutral zone
        • New beginnings
      • Need help in addressing anxiety
• Risk of organizational change
  ▪ ADKAR Model. Framework for understanding individual transition to change

• Jay Kasey, SVP Administration and Planning – Parking and Transportation (9:45-10:30)
  ▪ Framework 2.0 Long Term Plan
    ▪ Framework is to support the strategic plan
    ▪ Access to campus is important. Better access to campus off 71 to 15th and High St. Northbound access to 315 from Medical Center
    ▪ Key routes to put in place – Cannon Drive will open around Thanksgiving. Annie and John Glenn Ave will be planned to connect behind the Stadium to connect with Cannon Drive (this will be Phase II).
    ▪ Define our Gateways/Edges – New gate off King Ave. and 15th and High St
    ▪ West Campus Parking & Transit – Carmack Lots have been enhanced.
      ▪ Transportation to Medical Center is working. Shuttles run every 3-5 minutes.
      ▪ Improved Lane Ave with Traffic Light on west campus.
    ▪ Asking to build 1800 space garage on the Medical Center main campus to replace the Cannon Garages at next BOT meeting
    ▪ Cannon Drive – King to Lane – new green space will be available. Multiple phase project
      ▪ New Tower and new garage will fill spaces
      ▪ Phase 2 – in design
        ▪ Herrick and Woody Hayes. Takes out Drake Union which will move closer to High Street.
        ▪ Back road – Annie and John Glenn Ave behind stadium will help with garage traffic
      ▪ Phase 3 – French Field House – playing fields and academic development.
  ▪ Big Five Projects – Hospital tower 27 stories, replacement for Doan/Rhodes Hall
    ▪ Interdisciplinary Health Sciences – Hamilton- Starling Loving. Used by College of Medicine, Dentistry, and Nursing
    ▪ Arts District – expansion Weigel Hall, new Drake Union, replacing Mershon.
  ▪ West Campus – Framework 2.0
    ▪ West Campus Ambulatory.
    ▪ Parking spaces could be garages in order to provide green space
  ▪ Sustainability – we all have responsibility. Resource Stewardship Goals –
    ▪ Energy Consumption – 25% reduction by 2025
    ▪ Zero Waste – divert 90% of waste away from landfill by 2025.
    ▪ Portable Water Consumption – 5% reduction in water every 5 years
    ▪ Carbon Neutrality – eliminate carbon emissions by 2050
    ▪ Locally Sourced Food – increase 40% by 2025
    ▪ Ecosystem Services – make land do more. Double acreage that provides at least two Ecosystem Services by 2025
  ▪ Resource Goals
    ▪ Reduce University Fleet Carbon Footprint by 25% by 2025
    ▪ 40% alternative vehicles by 2025
  ▪ 15th and High Master Plan
    ▪ Parking garages, hotel, buildings.
    ▪ University Plaza
• Building A - new building for University Advancement
• Building B – new administration building (home for Bricker Hall)
  ▪ WOSU will be moving on Pearl and 14th
• Doan/Rhodes Hall – will be keeping. May be converted to offices or storage support for Medical Center.
• Transportation on Demand for emergencies – individualized transportation option

Items for Group Discussion

Adjournments