UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting Minutes
February 13, 2019
Dave Griner Room - RPAC
8:30 - 10:30 a.m.

In Attendance: Lisa Mayhugh, Melanie DiFeo, Kate Blevins, Christine Benadum, Steven Blalock, Brittany Savko, Chrissy Sprouse, Tim Lombardo, Andrew Jordan, Sandy Otis, Abby Whaley, Stacey Copley, Tom Gessells, Brittany Crall, Lauren Gannon Evans, Cesar Segull, Katie Watkins, Morgan Buckner, Steven Loborec, Shea Ryan, Megan Hasting, Twhila Holley, Sunny Zong, Kaitlin Hohenberger, Courtney Sanders, Ginny Corso

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

Executive Committee Reports
Chair:
  o Comprehensive Shared Governance proposal will be presented to Senate Steering next Thursday. If approved in Senate Steering, will move forward to Faculty Council and Rules Committee.
    • Goal is to have proposal at the Board of Trustees meeting in May
    • Continuing to socialize proposal to senior leaders.
  o USAC Engagement
    • If you are not feeling engaged, please reach out to Tom, Andrew or sub-committee chair
    • Please limit multi-tasking during business meetings especially during presentations. “Be Here Now”

Chair Elect:
  o New Member Task Force updates
    • Two information sessions were held last week. Great turnout from both. One session is scheduled for tomorrow at Ackerman Rd and the last session will be held in Bricker Hall on Tuesday
    • Please continue to promote recruitment process
    • Next steps:
      ▪ Eliminated question on application but will follow-up in the in-person interviews
      ▪ Currently looking at in-person interview questions. If you’d like to provide feedback, please feel free. Information is on Box
  o Business Meetings –
    • Nothing is currently scheduled for Feb 27th meeting. We will utilize this time to prep for Susan Basso meeting
    • Sunny is working on external committee members to present
    • New Member Vote-in and Elections will be held in upcoming business meetings

Communications:
  o Announcements are being socialized regarding New Member Recruitment and SBWE
○ Working on SCBS R&R Infographic information that will be distributed

Secretary/Treasurer:
○ Photographer for the SBWE and NBW has been approved
○ Volunteer Opportunity – Buckeye Food Alliance is scheduled for Feb 18th. If you are interested, please let Chrissy know. One more slot is available. If you were interested and could not attend, USAC will have future volunteer opportunities

Subcommittee Reports
Inclusive Excellence (IE):
○ Buck-Identity workshop – Appy Frykenberg is no longer with University. Contacted MCC to see if someone will take on efforts in the interim
○ Advocates and Allies for Equity – Thank you to those that participated in the qualtrics survey. Due to responses, two workshops were scheduled. Voices present were staff focused. Reading of actuals experiences from faculty and staff is an eye opening experience that these types of situations are still happening today. Encourage male USAC members to attend.
  • Program is currently operating from a grant but would like to make this program sustainable
  • Suggestion to speak to Provost about this topic and to possibly add to next Dean’s meeting

Governance:
○ SCDG Check-in – questions and/or issues with SCDG review process or conflict of interest with an application, please contact Lisa
  • Follow-up meeting with Molly Discol is scheduled for this afternoon
  • Testimonial videos are in progress
○ Sunny has contacted external committee members for reports in order to place in annual report and to possibly schedule to present at future business meeting

Outreach & Engagement (O&E):
○ SBWE Updates
  • 66 vendors are currently registered with the goal of 80 vendors (ballroom can hold 100 vendors).
  • Bags to be distributed have been donated
  • Working with Shea on communications
  • Waiting to hear back from YPH for break-out session information
○ End of Year Breakfast has been moved to June 14th in Mason Hall Rotunda

Staff Compensation & Benefits (SCBS):
○ R&R Infographic distribution – materials will be printed. Will ask members to help distribute materials.
○ Flex Work – working on scenarios toolkit. Currently developing resources on how to implement with next steps being on how to help publicize policy
  • Data doesn’t currently exist around flex work usage. Goal is to capture data around flex work usage with the help of OHR
  • Questions:
    ▪ If unit doesn’t utilize flex work, ask why and seek to understand. If it is simply because the supervisor/unit does not want to honor the policy, this needs to be a conversation with the SHRP. Possible discussion with Susan during visit at business meeting
    ▪ How to safeguard staff who want flex work but supervisor does not want to honor it
- What happens when requests do not fall within policy
  - Continue flex work conversation at next business meeting
    - New Buckeye Welcome – agenda in works

**Task Forces**

**OHR Liaison Report**

**Items for Informational Purposes**
- USAC Officer Review (8:30-8:50)
  - Presentation on Box – Election Task Force

**Items for Group Discussion**

**Adjournments**