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

Executive Committee Reports

Chair:
- Recap of meeting at Mansfield visit. Thanks to Ginny for all your efforts.
  - Tom stated key themes of lunch: budget, lack of transparency around replacing staff who leave especially recent departure of D&I leadership, benefits
  - Staff showed concern that regional campuses would fade away which was brought to the Provost’s attention at a recent meeting. Provost confirmed regionals are on the strategic plan.
- Conversations Event with Susan Basso on May 10th was well attended. Susan was very candid, open and willing to answer questions
  - Goal is to hold this event annually
  - Discussion regarding sending survey to those that attended in order to capture feedback
- Andrew, Ginny and Tim attended meeting at Wooster campus on May 10th.
  - Wooster’s SAC provided highlights of their annual report.
  - Andrew stated that staff provided positive feedback. Areas of focus were different than Mansfield: highlighted professional development, shared highlights of how they highlight and recognize staff. We should highlight their efforts of their work on staff appreciation.
  - How do we support extension office?

Chair Elect:
- Welcome to our newest member Kaitlyn Hohenberger! Kaitlyn comes from the College of Engineering

Communications:

Treasurer/Recorder:
Subcommittee Reports

Governance:

• USAC Operations & Procedural Manual Overview. Abbey covered major areas of focus of manual
  o Eligibility – what is a cost shared appointment? This is split funding on an employee’s salary
  o Communications – section added on how and what we are communicating
  o Attendance – revised section to make it more clear
    • Suggested update - University approved leave rather than ‘medical leave’
  o New Member Selection – outlined procedures for Chair Elect
  o Elections – changes made to election of officers especially around voting when there are two or less candidates as well as 3 or more candidates.
    • If a 2nd round is required, candidate will know when they don’t make it to this round. Will remind committee of this process during elections
    • Additional 10 minutes for questions – current taskforce came up with questions to be consistent. Discussion to update language in manual
    • Discussion for language for each candidate to present their platform. Taskforce to set guidelines before process starts each year.
    • Committee members must be present to vote.
    • Language update suggested regarding Election Taskforce Committee sheet/report. Information good for archives/audit but does not need to be reported out during business meeting
  o Resources added for parliamentarian
  o Manual does not go to President Drake for approval. This is a living document
  o Motion to approve to adopt USAC Operations & Procedural Manual pending updates needed that were suggested today was seconded and approved. This will go into effect July 1, 2018.
    • Motion has passed unanimously

• Yolanda Zepeda, Assistant Provost – Office of Diversity & Inclusion (ODI) presented on various ODI programs. Strategic Plan – 2020 Vision for Inclusive Excellence focuses on: Access, Affordability and Excellence; Community Engagement; and Diversity & Inclusion
  o Morrill Scholarship Program – academic scholarship. Awarded for demonstrated leadership in academics, diversity and social justice.
  o Young Scholars Program (YSP) – opportunity for academically talented, first-generation students with high financial need to advance their goal of pursuing higher education
    • Important gateway for students
  o Upward Bound Program - federal TRiO program that support students from low-opportunity backgrounds. The program provides targeted services to assist low-income, first-generation high school students
    • Based in Columbus and Wooster
  o Todd A. Bell National Resource Center on the African American Male is led by James Moore, Vice Provost & Chief Diversity Officer within ODI
    • Early arrival program leadership institute, National Black Male Retreat, Recognition Ceremony
  o Louis Stokes Alliances for Minority Participation Program (LSAMP) increases underrepresented minority student recruitment, retention
• National Science Foundation program
• Congressionally mandated in 1991
• Barb Fink, Professor within Optometry and ODI leads program
  o Comprehensive College Experience for Single-Parent Students (ACCESS) – promotes
college success for under-resourced, single parent students with full physical custody
of their children university and community resources/services
    • Supports college and parenting success
    • Breaking cycle of poverty
    • Community agencies that works with group to help to transition to
      professional life
  o Latinx Student Success Team works with campus offices, departments, and student
organizations to develop program that focus on community outreach and
engagement; academic and cultural support and inclusion
    • Que Pasa, Ohio State magazine. Committee received handout during meeting
  o Latinx Space for Enrichment and Research (LASER) nurtures a community of students
and scholars engaged in expending the presence of Latinos in higher education
  o Annual National Conference on Diversity, Race & Learning Conference held on
    campus. It is now a 2 day event
  o Yolanda’s ideas on collaboration opportunities included: onboarding program,
campus outreach, mentoring/shadowing, inclusive hiring
    • Twilah stated that the IE subcommittee would like to work with Kirwan
      Institute on the use of pronouns, work/reconnect with stakeholders on how to
      partner together, use inclusive language
    • Would like to include USAC as a resource on the ODI website
    • Will provide resources to have at New Buckeye Welcome

• Derek West (former USAC Chair) – Senate Diversity update
  o Committee encompasses: 16 members, 8 faculty, 3 staff, 3 students
  o Deans are being evaluated for diversity & inclusion
  o Kellie Brennan, Director of Compliance and Title IX Coordinator provided updates to
    committee on federal guidance on Title IX
  o Bias Assessment and Response Team (BART) is an online reporting tool that is under-
    utilized on reporting bias instances
    • Website is housed under the Office of Student Life. How would staff know this
      tool is for staff?
    • Opportunity for USAC to promote site, add as resource on our website
  o Noah Weisleder - Office of Postdoctoral Affairs.
    • Advocate for postdoctoral researchers on campus. Post docs are staff but
      typically treated as students
    • Reports to both the Office of Research as well as the Graduate School
  o Committee has been focused on sexual violence policy, Buckeye Portal for Inclusive
    Excellence
  o Chair of Diversity Senate must be a faculty member according to their bylaws

Staff Compensation & Benefits (SCBS):
• Invitation is drafted for the New Buckeye Welcome. Waiting for invitation list from Molly
  Driscoll. Once list is received, invitation will go out – hopefully by the end of this week.
Outreach & Engagement (O&E):

• End-of-Year Breakfast is set. Waiting on confirmation from President’s Office on when President Drake will arrive
• Potluck scheduled for June 13th business meeting – Kelli to send list to sign-up
• USAC Picnic scheduled for August 5th. This is for all members and families

Inclusive Excellence subcommittee:

OHR Liaison Report
Old Business
New Business

Announcements

• Retreat is scheduled for July 11th
• New Member Orientation is June 27th. Please keep this on your calendars for now. Would like to use this as an opportunity for mentors/mentees to meet prior to the retreat

Adjournment