UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting Agenda
June 13, 2018
Dave Griner Room
8:30 – 10:30 a.m.

In Attendance:

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

Executive Committee Reports
Chair:
• Discussion of the opportunities that exist to work with other higher education institutions to partner to serve staff, share best practices, and network with other staff organizations
  ○ Similar to OSCHE, USAC used to send a member to a similar institutional consortium that represented higher education staff

Chair Elect:
• Standing items & updates

Communications:
• Standing items & updates

Treasurer/Recorder:
• Standing items & updates

Subcommittee Reports
Governance:
• Final review of approved USAC Procedural Manual
  ○ Updated “excused absence” to encompass all types of leave, not just medical
  ○ Corrected verbiage inconsistencies
  ○ Voting procedures: updated process when there is a tied vote to ensure fairness and transparency
  ○ Skype/Conferencing does not count as “in person” and will not count as a vote
  ○ The Election Taskforce report details were updated (this report will not be made public but will be available for internal USAC use)
• Grants open July 1 – July 31, and Governance is working on slight changes to the rubric
  ○ USAC members will be strongly encouraged to review grants beginning in August
  ○ Discussion about the dissemination of statistics, data, and testimonials of the grants moving forward
• Governance appointed Kevin Petrilla to Athletics, Jerry Raymond to Senate Fiscal, and Abby Whaley to COPE (Council on the Physical Environment).
• Two committees still need representation: Rec Sports & OSCHE
  ○ If you are interested in serving in this capacity, please contact Sunny Zong.

Staff Compensation & Benefits (SCBS):
• New Buckeye Welcome updates: next Wednesday, June 20
  ○ Meeting with Shea Ryan at RPAC to discuss final setup for space
Collected a variety of materials ("In Case you missed It" item) to distribute
- Representatives from Huntington, Pelotonia, etc. will be present
- Susan Basso will be briefly speaking
- Appearance by Brutus Buckeye
- USAC volunteers are needed to staff table, direct traffic, and facilitate conversations during the event (Andrew will send out sign-up sheet soon)
- Promo items have been delivered
- Headshots will be available

- Staff Appreciation Week updates
  - Will be meeting on Thursday, 6/14, with Michele Bondurant to discuss updates

Outreach & Engagement (O&E):
- Special Olympics: Friday, June 22; please sign up if you’re interested!
- EOY Breakfast is next week!
  - 8:00 – 8:45 is open networking and breakfast
  - 8:45: President Drake arrives and program begins

Inclusive Excellence subcommittee:
- Working to set new subcommittee goals, connect with stakeholders
- Upcoming meeting with Dr. Moore to discuss strategic planning
- Preparing for orientation and retreat

OHR Liaison Report
- Susan Basso’s service delivery and transformation progress is available freely online
  hr.osu.edu/transformation
- Enterprise Project: project impact on university policies. Up to 55 policies (nearly half) will be impacted and will need revised/edited in some fashion before project implementation
  - In a typical year, 6 policies are revised and 55 may need revised to continue on timeline, so the approval process for policy revision may need adjusted/abridged to accommodate this need

Old Business

New Business

- Updates from Tom:
  - Meeting with Bill McDonald, Dean of Newark Campus and Executive Director of all regional campuses to discuss possible USAC/regional collaborations for the upcoming year (regional retreat at Newark, outreach to regional campuses)
  - New Member Orientation: June 27, 8:30 – 10:30 AM
    - In addition to new members, mentors/mentees will have time to network
    - Agenda and presentation materials will be finalized by June 22
  - New USAC 2018-2019 folder available on Box
  - New Member Retreat, July 11
    - Relationship-building and subcommittee planning
  - Subcommittee makeup: assignments will be sent out in the next couple of weeks
  - Working on developing an agenda planner that includes possible impacts for communications, financials, etc. to assist with strategic planning
Announcements

- Remember to wear your nametags and USAC polos at the New Buckeye Welcome!
- THANK YOU to Liz for being an excellent USAC Chair this year and for laying a solid foundation on which USAC can continue to build upon for years to come. We appreciate your dedication to USAC and to improving the staff experience!

Adjournment