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

Executive Committee Reports
Chair:
  o Viewed videos by President Drake regarding the importance of USAC as well as a video that will be featured during New Buckeye Welcome
  o Update on meeting with Jay Kasey, Senior VP of Administration & Planning
    • Oversees parking, construction, security, public transportation for the University
    • Invited him to speak in regards to parking and transportation at future business meeting. He will also come back later in the year to speak about the construction projects and funding for the police force
  o Big Ten Collaboration on Staff Advocacy
    • Andrew and Tom had initial conference call with 10 schools including OSU. This was an introductory meeting. Goal is to collaborate on staff advocacy
    • Common questions were sent to representatives to get information on groups and how they operate
    • Will have recurring meetings bimonthly and then possibly quarterly. Next meeting is scheduled for end of Oct/early Nov.
      ▪ Each university would take a turn leading meeting
      ▪ Discussion topics – what challenges are currently being faced, how do you advocate for staff
    • In the spirit of being sustainable, 1st/2nd year members taking lead on this initiative. If you have an interest, please reach out to Andrew or Tom
  o Preparing for Conversations with President Drake event. Will allot time in future business meeting to spend time talking about strategic questions for event
  o Travel Initiative – Sandy will have colleague come to business meeting to speak more about this initiative
  o Provost McPheron – Andrew and Tom are scheduled to meet with him today. Providing feedback on what we would like him to touch on during the Sept 26th business meeting. Thoughts are – speaking more about the pillars of the Strategic Plan and how we can partner with him as far as a staff perspective.
    • He is also an Executive Sponsor on the Enterprise Project
Chair Elect:

- Agenda Planner
  - Sept 26th Business Meeting
    - Provost McPheron
    - Nina Brooks – Diversity 101 presentation
  - Ben Givens will be at next Executive Meeting.
  - PPCW networking event – Oct 9th
  - Oct 10th Business Meeting
    - Enterprise Project updates
    - Jay Kasey, Senior VP of Administration & Planning
- Updates on meeting with Dr. J, Senior VP for Student Life
  - Gave update on USAC’s focus for this year. Would like to connect with her quarterly
  - She feels staff are critical to the University
- University Senate Current Issues
  - Shared governance is current issue. What does shared governance mean? What role can USAC play?
  - Unique opportunity for USAC for staff voice in governance model
  - If members would like to be involved, please reach out to Tom and Andrew with thoughts or questions
- University Policy Review Process
  - USAC is a critical voice especially with policy review
  - Process for policy review is changing. Typical policy review and revision can take up to a year. Due to the Enterprise Project, timeline has decreased from 4 weeks to 2 week for feedback. Feedback will be collected electronically using an online feedback form
  - OnCampus will make policy announcements. Current policy up for review is the Faculty Annual Review process

Communications:

- Meeting with Rob Messinger, B&F Communications Director

Secretary/Treasurer:

- August 22nd Business Meeting minutes have been posted to website

Subcommittee Reports

Inclusive Excellence (IE):

- Reminder to provide pronouns and feedback regarding diversity statement by Friday, Sept 14th.
- Begin planning Diversity Series Workshops geared towards staff – promotion for next semester
- Multicultural Center – look at calendar of events to see what is most beneficial for staff to attend

Governance:

- SCDG Updates
  - 192 applications were received. Cut off was at 86 points for funding and funding was at $97K.
  - Awardees have been notified
  - Will work with Molly to view survey data to get narratives on what grants were used for and the impacts of receiving this grant
  - Will discuss possible Manager Grants in future with Molly
If you have any feedback regarding the grant process, please reach out to Lisa or Sunny. They will meet with OHR to see what can be improved for the next round of grants.

**Outreach & Engagement (O&E):**
- Staff Appreciation Game/Tailgate will be Sept 22\(^{nd}\) at French Field House. Game is at 3:30 and volunteers will be given tickets to the game.
- Venue has changed for Conversations with President Drake event. Will now be in the Union’s Great Hall Meeting room. Will be working on livestreaming event.
- SBWE – planning meeting was yesterday, Sept 11\(^{th}\).
- USAC Picnic is scheduled for Sept 30\(^{th}\) – reminder sign-up sheet for items to bring is on Box.
- Local SAC Retreat is scheduled for Nov 9\(^{th}\) at the RPAC. Working with Beth on Susan’s availability.

**Staff Compensation & Benefits (SCBS):**
- Members of SCBS will attend Flex Work Policy meeting with PPCW.
- Meeting scheduled with Tracey.
- Jeff Stuecher – former chair of SCBS.
- Still waiting to hear from OHR regarding New Buckeye Welcome.

**Task Forces**

**OHR Liaison Report**

**Items for Informational Purposes**
- Amy Lahmers, Chair and Theresa Delgadillo, Chair Elect of PPCW (9:00-9:30)
  - PPCW advocates to the President and Provost for the advancement of all women at the University. Provides leadership for the development of policies and practices that positively affect the working environment for women employed at the University.
  - Committee is made up of 24 members: 7 faculty, 7 staff, 1 external, 9 ex-officio. 14 of these appointments are for 3 year term.
    - Ex-officio members include employees from: Ohio State ADVANCE, University Marketing, Office of the President, The Women’s Place, Office of Research, OHR, IRP, Department of Women’s Gender and Sexuality Studies, Association of Staff and Faculty Women (ASFW).
  - 3 Task Force Charges – 2 are from the President and Provost and 1 from The Women’s Place.
    - Task Forces start working in Spring after charge is received.
    - Work of Task Forces varies. Involves working with other University offices or work is done within Task Force by conducting benchmarking.
  - Committee meets monthly with an annual retreat.
  - Partnership opportunities with USAC – Flex Work Policy, Equity in Awards, Inclusive Excellence.
  - Annual Reports on website going back to 2002: [https://womensplace.osu.edu/council-women/reports](https://womensplace.osu.edu/council-women/reports).
  - Areas impede advancement of women at OSU across two decades – childcare, mentorship/training, dual career hiring, implicit bias in hiring/promotion.
    - Benchmarking across other institutions was conducted regarding mentoring.
    - No mentoring groups or resources are available for staff women.
    - Dual career hiring critical to recruiting and maintaining hires.
• Best practices for women – benchmark against other Big Ten Institutions or similar peer institutions

• Recent PPCW Recommendations:
  • Add online courses/training (CBL, BuckeyeLearn) focused on understanding and avoiding gender bias
  • Charge OHR to document salary data by gender, rank, position, and unit to salary
  • Change the male dominant culture by hiring more women leaders; provide learning opportunities
  • Improve equitable treatment of women faculty and faculty of color
  • Leverage Flex Work Policy as a benefit
    • SCBS is currently focusing on Flex Work Policy as well as unit level Rewards & Recognition in order to share best practices
  • Expand childcare offerings
  • Glass Breakers Award – 4 years – 26 recipients to date
  • Flex Work Taskforce met with OHR. Goal is to do more promotional awareness, model best case scenarios. Focus is primarily on creating materials to promote awareness across the University

  • Gail Marsh, Chief Strategy Officer (9:30-10:00)
    • USAC had role in provide feedback of Strategic Plan
    • OneSource has Question of the Week – Who is participating? Who is giving feedback?
    • Time and Change Strategic Plan Update – Mimi and Maggie Stories (osu.edu/stories)
      • Shared stories of purpose and potential outcomes to reflect pillars of the Strategic Plan
      • Intersections – Arts/Medicine, FAES/Environmental Sciences
    • Strategic Plan is a set of 5 themes for a set period of time
      • Tuition guarantee program is a part of Access and Affordability
      • Research – core of what we do every day. Develop and share ideas
      • Academic Health Care starts with the Medical Center but needs expanded to Health Sciences
      • Saving and generating new resources
      • Buildings currently going up are driven by the Strategic Plan
        • Redistributed Arts District came out of Research and Creative Expression pillar
        • Health Sciences teach teams of people. New building in progress. This is a part of the Teach & Learning and Research pillar
      • Access, Affordability and Excellence – Pell Grant program was expanded to Regional Campuses. How do we integrate and treat regional campuses?
    • Strategic Plan enabler questions: Is your leadership aligned around your visit? Do others in the organization understand their roles and responsibilities in achieving the Strategic Plan?
    • Functions of a Strategy Management Office
      • Planning – plan development and annual reviews, plan implementation, benchmarking and competitive intel, identify risks, analytics, strategic – performance scorecards, market analysis, forecasting, communications – cascade plans, align goals and incentives, foster engagement, Project Management, Process Engineering, Business Development
    • Plans derived from the Strategic Plan
      • Financial and Budget Planning
      • Campaign Planning
- Enrollment Planning
- Research Planning
- Brand and Marketing Planning
- Facility Planning and Framework 2.0
- Talent, Culture, and People Planning
- Strategic Communications and Stakeholder Engagement
- Keeping an eye on key strategic issues at OSU and in the state/region
  - Apple Initiative
  - Amazon opportunity
  - Impact of Opioids
  - Framework 2.0 progress
  - SMART Cities/SMART Campus
  - Key Leadership Changes – state government, CFO, SVP Research, Health Chancellor, BoT Chair and committee chairs
- Strategic Plan De-railers
  - Organization’s culture
  - Lack of ownership
  - Owned only at the top
  - Frequently changing priorities
  - Not resourced adequately
  - Reputational de-railers
  - Trying to do too much at once
  - Plan direction changes with change in leadership
- Pillar Governance
  - Accountable Cabinet Executive
  - Pillar Steering Committees
  - Workgroups and Project Leads and Teams
- Align Priorities to Actions
  - Board meeting themes aligned with strategic plan
  - Pillar and plan ‘governance’
  - Pillar initiative prioritization
  - Faculty groups focused on implementation
- Impact to staff – Travel policy. If everyone is using the same vendor, we have more negotiating power and receive bigger discounts

**Items for Group Discussion**

**Adjournment**