Member Information Session
Discussion Topics

1. What is USAC?
2. Membership benefits and expectations
3. Our structure
4. Relationships with key leaders
5. Events and Initiatives
What is USAC?

• The University Staff Advisory Committee (USAC) is an advisory body to the university president, advocating on behalf of staff.

• Our mission is to maintain an active and participatory line of communication with the university community and to provide a forum through which university staff can raise, discuss, and make recommendations to support the university's mission.
USAC was established in 1986 by what University President?

William Thompson
Edward Jennings

Gordon Gee
Karen Holbrook
2018-2019 Membership

30, 3 Years, 2nd & 4th
Time Commitments

- Business meetings the 2nd and 4th Wednesday of every month
- Meetings with sub-committees and/or taskforces
- Meetings and events with senior leaders
- USAC events
Benefits of USAC Membership

- Increase awareness and knowledge of university projects and initiatives
- Maximize your professional network on campus
- Connecting with senior leaders on campus
- Collaboration among fellow USAC members from different units to advocate for staff
USAC Executive Committee

• The **Chair** provides leadership and guidance to the full and executive committees.

• The **Chair-elect** acts as a liaison between subcommittees as needed and will act as chair should the chair be absent.

• The **Vice Chair—Secretary/Treasurer** is responsible for creating and distribution of meeting agendas and minutes. Provides oversight of USAC budget.

• The **Vice Chair—Communications** is responsible for the dissemination of USAC’s messages to its designated audiences.
Governance

• Oversees USAC bylaws.
• Responsible for the appointment of a staff representative on Senate and university-wide committees
• Representatives from Governance serve on the Staff Career Development Grant and Distinguished Staff Award Selection committees
USAC Committee Appointments

- Athletic Council
- Council on Physical Environment
- Council on Libraries & Technology
- Diversity Committee
- Fiscal Committee
- Health Plan Oversight
- Ohio Union Council
- Recreational Sports
- Senate Steering (chair)
- University Senate (chair)
- Ohio State Council of Higher Education (OSCHE)
- Employee Emergency Fund Review
Outreach & Engagement
USAC Events

- Staff Appreciation Week
- Conversations with the President
- Conversations with HR Leadership
- Local SAC and Regional Staff Retreat
- Staff Career Development Grants
- Staff Benefits & Wellness Expo
Staff Compensation and Benefits

- Overall Staff Experience
- Involvement with
  - Enterprise Project
  - Career Roadmap
  - Flex Work Policy
- Total Rewards
- Pay Equity
- Health Benefits
Inclusive Excellence

“USAC values diversity in people and perspectives and is committed to advancing inclusion and equity internally and for staff throughout the university…”

• First year as full subcommittee
  • Diversity statement for USAC
  • Approval by university to include pronouns
  • Collaboration with Employee Resource Groups
  • Conducted listening sessions

• Diversity and Inclusion topics within USAC and across campuses
USAC Relationships with Leaders
What has USAC Accomplished?

• Staff voice continues to be heard at various levels across Ohio State leadership
• Established a “Distinguished Staff Award” to acknowledge individual staff accomplishments.
• Increased funding for Staff Career Development Grants & Employee Emergency Fund
• Initiated the creation of staff appreciation week
• University personnel policies have been made available online at the Human Resource website
USAC 2017-2019 Initiatives

USAC leadership has developed a multi-year plan to foster consistency in our vision and focus. Sharing our high-level roadmap will help foster alignment within USAC, amongst staff, senior leaders, and across the university.

Our mission will remain consistent, advocating on behalf of staff. We plan to:

• continue to prioritizing our efforts in the four USAC sub-committees
• focus on diversity & inclusion to create a culture of equity for staff across the university
• cultivate relationships with key leaders to represent the needs of staff
• enhance our involvement with the Enterprise project, Career Road map, and other university-wide changes
• increase staff presence in university governance
• increase collaboration with staff advocacy groups across the Big Ten
Application Information

• Completed Application form
• Essay
• Signed Supervisor and Application Participation Agreement
• Resume (or employment experience)
• In person interviews will be offered March 25-26, 2019

Application deadline is Friday, March 1, 2019.

Please return your application materials electronically to usac@osu.edu and Andrew Jordan (jordan.430@osu.edu), or by campus mail to:
USAC c/o Andrew Jordan – 855 Woody Hayes Drive, Columbus, OH 43210
Questions?

• Email usac@osu.edu or Andrew Jordan, jordan.430@osu.edu

• USAC.OSU.EDU
Thank You!