

UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting Agenda

April 22, 2020

Carmen Zoom

8:30 - 10:30 a.m.

In Attendance: Annie Bingman, Sherri Hall, Stacey Houser, Emily Kelley, Faith Kline, Randall McKenzie, Drew Miller, Laurel Van Dromme, Ferdinand Avila-Medina, Steven Blalock, Kate Blevins, Brittany Crall, Lauren Gannon-Evans, Steven Loborec, Sandy Otis, Shea Ryan, Brittany Savko, Katie Watkins, Morgan Buckner, Stacey Copley, Jill Hampshire, Paul Hogan, Tim Lombardo, Jennifer Marinello, Aaron Moore, Courtney Sanders, Chrissy Sprouse, Sunny Zong, Andrew Jordan

Call to Order

Adoption of the Agenda

Approval of the Previous Meeting Minutes

Executive Committee Reports

Chair:

- Annual Report
 - Thank you from Andrew Jordan to all members who worked to contribute and attend the meeting
 - Received positive feedback around Winter Recess
 - Question: Now that the annual report has been presented, how can the executive committee help sub-committees?
- It was determined at the last Senate meeting that the Senate will continue to meet in May and June which is outside of the normal meeting times for the summer due to the COVID-19 response. This will allow for an additional two meetings.
- PPCW is in the process of reviewing their charges of pay equity, mentoring, and the leave policy. They are conducting a self-evaluation of how to move forward and discussed launching a survey to collect information around virtual work.

Chair Elect:

- Agenda planner update
 - May 27th IE has invited Sara Childers
- New members have all been notified and are excited to be accepted. The President's office has been notified of the selections.
- Michele Bondurant in OHR sent an update that the presidential staff award has been selected but there is concern that funding is no longer available. A meeting will be scheduled with Business and Finance to discuss.
 - USAC would like to acknowledge Dr. Drake with the Presidential Award because it was not included in the annual report

Communications:

- Annual report link was posted this morning that went out through social media posts and will be sent out for mass campus distribution by next week
- This Friday the Staff Senator applications will be available

Secretary/Treasurer: NA

Subcommittee Reports

Inclusive Excellence (IE):

- IE sent out a survey to ERG leaders which will help guide next steps moving forward. They will connect with the leaders by May 1, and then connect back with Nina Brooks to discuss the next steps.

Governance:

- Staff senator applications will go live soon
- Working to coordinate external committee appointees to present at a USAC business meeting. Several of the positions will have openings.
 - Reminder the senator appointees will have priority for the senate committee positions

Outreach & Engagement (O&E):

- Navigating Change Workshop in collaboration with EAP had 49 participants

Staff Compensation & Benefits (SCBS):

- Waiting for feedback from Susan Basso on Winter Recess about how to move forward
- Another round of the flexible work campaign was scheduled for March and April. With the current situation it did not make sense to still hold these, but are thinking about what a campaign should look like to share the information and support staff during this time.

Task Forces

- Election Task Force
 - Chair Elect and Communications Chair elections
 - Chair Elect candidates Steven Loborec and Laurel Van Dromme
 - Communications Chair candidate Shea Ryan
 - Each candidate will have 10 minutes to address the committee and 5 minutes for questions
 - Vote will be conducted through qualtrics with a link provided through zoom chat. Both candidates will leave the zoom call and then have assigned times to call back in. Results will be provided after the meeting by email.
 - Results
 - Chair Elect Steven Loborec
 - Communications Chair Shea Ryan
 - Question: Is the election for the Secretary/Treasurer position occurring at the next meeting or did no one run?
 - This will be conducted at the next meeting because one of the candidates is applying for more than one position

OHR Liaison Report

Items for Informational Purposes

Items for Group Discussion

- If we haven't already, can we request a USAC presence on the taskforces or committees on returning to work after COVID? There are staff anxiety and concerns about returning.
 - This should be looked into to see if there is any way our committee can be engaged in this process
- Question: Has the Employee Assistance Program seen an increase in requests?
 - Have not seen an increase which may be due to the offering of disaster pay
 - Question: Do you think we should share the EAP information more on social

media?

- Shea Ryan will communicate the information out more in the coming weeks
- Question: How many people do we have signed up for the newsletter?
 - 1,233 people are signed up
 - Is there a way to increase subscribers through other channels?
 - Shea Ryan will look into other options
- Question: Do you think we can get numbers around assistance for emergency leave? For example, people who do not have the luxury of being flexible with having children that they have to use leave.
 - Right now it does not seem as if there is any data that has been collected and there are quite a few new leave codes

Adjournments