UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting
Minutes
September 8, 2021
Microsoft Teams
8:30 - 10:30 a.m.

In Attendance:
Steven Loborec, Laurel Van Dromme, Debbie Pond, Emily Kelley, Randall McKenzie, Justin Lahmers, Faith Kline, Stacey Houser, Kynthia Droesch, Annie Bingman, Jennifer Elliott, Courtney Gandy, Tina Bogac, Patrick Weeks, Elizabeth Hosket, Drew Miller, AmyJo Baughman, Shelby Dawkins, Jason Homan, Allison Jones, AnnaBell Kinsel, Margaret Nevrekar, Pasha Sergeev, Sloane Trusso.

Call to Order
Adoption of the Agenda
Approval of the Previous Meetings’ Minutes  August 25, 2021

Executive Committee Reports
Chair:

- Jeff Risinger (SVP of Talent, Culture, and HR) reached out to executive committee before the vaccine mandate announcement to seek USAC support of the mandate. Deadline for first vaccine is Oct. 15th and deadline for second vaccine is Nov. 15th. There is an exemption process in place. Employees seeking exemption must submit request by September 17th. There is some confusion around reporting vaccine status. It is different reporting than what was done in the summer. Everyone must report again in a different system that requires proof of vaccination - upload screenshot, PDF, written documentation, etc. Sr. leadership will be rolling out a dashboard for managers to show employee compliance, not vaccine status. [https://safeandhealthy.osu.edu/covid-19-vaccine-requirement](https://safeandhealthy.osu.edu/covid-19-vaccine-requirement)

- Steven and Laurel met with the new provost, Melissa Gilliam. She was very interested in understanding the staff experience and getting to know USAC. Steven asked to have a staff member on key leader searches, including the upcoming WMC Chancellor position to backfill Dr. Paz.

- Steven and Laurel met with the president’s chief of staff, JR Blackburn, and deputy chief of staff, Sarah Bohman. This was a level setting meeting between the president’s office and USAC. Discussed ways our groups have engaged in the past and how we might work together in the future. Steven and Laurel expressed USAC’s desire to bring back annual touchpoints with the president: USAC lunch with president; Annual conversation with the president; Holiday party; and annual end of year report out. Steven and Laurel have a positive outlook on future of this relationship and their willingness to work together.

- Steven is sitting on the investiture steering committee. Investiture is on Friday, November 19th in-person at Mershon Auditorium with a virtual option. What ways would the staff community want to engage in the week? Proposed ideas: Investiture tailgate and community service event.

- Steven and Laurel have an upcoming meeting with Jeff Risinger at Gateway. This will be the formal introduction to USAC and establish a meeting cadence with him.

- Danielle Jennings (2nd year member) officially resigned from USAC. We will have an official vote on an alternate member at the September 22nd business meeting.
Chair Elect:
- No updates.

Communications:
- Added staff call for Ohio Union Council members to the USAC landing page. Preference to USAC members, USAC alumni, staff senators, and then staff at large.

Secretary/Treasurer:
- USAC polos for first- and second-year members in progress.
- Please let Emily and/or Steven know if you need to miss a business meeting.

Subcommittee Reports
Inclusive Excellence (IE):
- Courtney Gandy sat in on a meeting for culture climate survey for university. The group is in the initial planning stages of the survey. Steven views this survey as a win-win. President likes to react to data. USAC will be able to use survey data to prioritize initiatives and inform our work.

Governance:
- Thanks everyone for scoring the SCDG applications. Questions from this grant cycle concerning travel and total budget amounts. Travel requests can be for whatever the university is permitting at the time. It is ok for applicants to apply for more than $1250, because HR will only give the max. About half of the applicants had grants funded ~ $59,000 awarded.
- Please apply if you would like to join the Ohio Union Council.

Outreach & Engagement (O&E):
- O&E is being contacted by local SACs to attend their meetings to give USAC updates. O&E will be reaching out to other SACs to gauge interest in having O&E members attend the SACs’ meetings. There is a list in Box for SAC contacts – please update if you know of changes in SAC leadership.

Staff Affairs (SA):
- Meeting about flex work with central HR soon. Stacey is contacting a colleague at Purdue to ask if they would talk to USAC about their implementation of Winter Recess.
- SA is focusing on staff turnover, retention, and morale. Scheduling a meeting with Kim Lambert (OHR Recruiting) to discuss what kind of data is collected during staff exit interviews to see if USAC can use the data.
- Tina suggested collecting communications contacts in other units/departments to see if we can get USAC messaging in their communications.

Task Forces
OHR Liaison Report

Items for Informational Purposes

Subcommittee Work Time (9:00 – 9:30)

Biology & Stretch Break – Debbie Pond (9:30-9:40)
Items for Group Discussion

Adjournment 10:15 a.m.