UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting
Minutes
October 27, 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, Sherri Hall, Annie Bingman, Trisha Ritter, Jennifer Elliott, Courtney Gandy, Tina Bogac, Patrick Weeks, Drew Miller, AmyJo Baughman, Shelby Dawkins, Casey Henceroth, Jason Homan, Allison Jones, AnnaBell Kinsel, Margaret Nevrekar, Pasha Sergeev, and Sloane Trusso.

Call to Order 8:33
Adoption of the Agenda
Approval of the Previous Meetings’ Minutes October 13, 2021

Executive Committee Reports
Chair:
• Steven Loborec, Laurel Van Dromme, and Stacey Houser met with Jeff Risinger last week.
  o Main topic was the Winter Recess initiative. Jeff was very open and receptive to the idea. Stacey shared benchmark data from other institutions and information and support from other Ohio State senior leaders. Jeff, as well as several other senior leaders, have spent time at institutions with a winter recess. They presented the history to Jeff, letting him know that this had originally been presented to President Drake and his cabinet. The initiative has been delayed due to many factors like Workday implementation, pandemic, etc. Jeff commented that now, more than ever, would be a great time to have a winter recess to reduce stress on employees. Jeff suggested it be added to the agenda for the president’s cabinet meeting this week. USAC is keeping it in the forefront of all conversations to keep it moving forward. Stacey commented that Jeff is very staff-focused and gave the impression of “why wouldn’t we do this?” Very positive meeting overall. Stacey was encouraged by his enthusiasm for winter recess.
    ▪ Kynthia Droesch asked what is the likelihood that Winter Recess will take place this year or next year? Steven is unsure but will continue pushing for progress. Steven suggested it be revealed during the president’s investiture speech. It would be nice to give staff plenty of time to plan, if it is going to occur this year.
  o Another topic was the HR structure change. Jeff received a lot of feedback when he arrived about the internal HR structure. Jeff has reorganized his team and placed some people into interim roles. He has received feedback that not all positions are available to all and people don’t know how positions are being filled. All interim positions will have to apply for the job, and everyone will get a chance to apply. There will be follow up with those that didn’t get the role to see how they can get professional development to continue striving for desired roles.
Alison Mincey will be serving as Interim Chief of Staff for Jeff. She will be responsible for teams that have functions at both WMC and university.

Jeff believes flex work should be reversed so that hybrid is the default. Jeff mentioned his desire to give up some space in the Gateway to save on rent and use for compensation.

Childcare Center located on Ackerman – not a central location and the facility is aging. Jeff's idea is to potentially have daycares in multiple buildings across campus. We should be more welcoming to children and make it easier to integrate work and life.

- Steven is serving on the Investiture Steering Committee. USAC event is on track and planning is going well.
- Steven is also serving on the search committee for new executive vice president and CEO of the Wexner Medical Center. The committee had its first meeting last week to receive its charge from the president and participate in Implicit Bias training. Goal is to have the candidate starting on July 1, 2022. Deans will continue to report to the provost. Position will no longer contain “Chancellor” to alleviate confusion around the role.
- Steven and Laurel attended the Senate Steering Committee meeting last week. Topics included bullying and harassment around the university that doesn’t reach a policy-violating level. Steven asked if staff feel that this type of conduct is an issue? Have you or others experienced this conduct? Faculty had specific examples of faculty bullying which spawned the consideration about staff.
  - Justin Lahmers commented that sometimes faculty to staff interactions may be less than expected. Laurel is aware of this too.
  - Shelby Dawkins commented that there are microaggressions around the hierarchy of power.
  - Sherri Hall agreed that it is an issue and believes there should be a separate committee to work on this and that there should be a forum for anonymous feedback.
  - Randall McKenzie commented that Libraries HR consistently hears this.
  - Pasha Sergeev added that they have seen and experienced such behaviors and that it is often identity-based (race and non-binary genders specifically) and that it has been easily brushed off when addressed.
  - Courtney Gandy commented that she has seen issues of targeting that affect professional advancement, sometimes based on race or gender bias, that aren't explicit instances will not get any support from HR.
  - This is something USAC should continue to investigate and work on.

Chair Elect:
- Considering a hybrid business meeting on 11/10 for an opportunity to connect interpersonally in advance of working together at the investiture event. Please consider meeting if person, if possible. Meeting will be in RPAC Meeting Rooms #2-3. Meeting will be held from 9:00-10:30 to accommodate traffic and childcare drop-off.

Communications:
- Working on adding a page to the USAC website about the Investiture event. Messaging will also be in the November newsletter. Staff Affairs will be the highlighted subcommittee in the November newsletter. Governance will be highlighted in the December newsletter.
- VP of Marketing and Communications will help us craft an all-staff email about the event.

Secretary/Treasurer:
• Investiture work - RPAC space has been reserved and paid for. Catering has been reserved.

**Subcommittee Reports**

**Inclusive Excellence (IE):**
- Met with Sara Childers regarding Buckeye Portal for Inclusive Excellence. This was a good discussion about how USAC can better promote this resource to the organization.

**Governance:**
- In a slower time until SCDG process in January.
- Had two applicants for unexpected Senate Diversity Committee opening. Scoring now done. Senate committee priority is given to staff senators, then USAC members, then USAC alumni, then general staff population.
- Updating website, rubrics, and operations manual.

**Outreach & Engagement (O&E):**
- Finalizing registration link for investiture event. Trying to find a vendor for live streaming the event for virtual attendees. Rough draft of USAC sign up sheet for members to sign up for jobs during the morning of the event.
- Career Roadmap Townhall – Dec 1st from 1:00-2:00. Event messaging will be included in November USAC newsletter. Staff will be able to submit questions before the event. Steven will moderate. Steven added that USAC members should check out the CR website. New content has been added, including the manager training recordings that occurred a few weeks ago. [https://hr.osu.edu/career-roadmap/resources/](https://hr.osu.edu/career-roadmap/resources/)

**Staff Affairs (SA):**
- Waiting for an answer about Winter Recess.
- Two new winners for Staff Spotlight this month from departments that have not yet been represented.

**OHR Liaison Report**
- HR representative unable to attend the meeting today.

**Items for Informational Purposes**
- Tina Bogac informed the committee that there was a communication on Monday to OSU contracted or embedded vendors regarding vaccine mandate. Vendor employees that are required to come to campus will be required to be vaccinated, in accordance with the federal mandate on employers over 100 employees. Applies to all spaces that OSU does business, including regional campuses.
  - [https://busfin.osu.edu/covid-19-updates/covid-19-vendor-vaccination-requirements](https://busfin.osu.edu/covid-19-updates/covid-19-vendor-vaccination-requirements)
- Ana Casado has accepted the alternate 2nd year member position filling Jacob Hollar’s vacancy. Ana will serve on the Staff Affairs subcommittee.

**Biology & Stretch Break (9:30-9:40)**

**Subcommittee Work Time (9:40 – 10:15)**

**Items for Group Discussion**

**Adjournment**

10:27 a.m.