UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting
Minutes
November 11, 2021
Hybrid - Microsoft Teams & RPAC Meeting Rooms #2-3
9:00 - 10:30 a.m.

In Attendance:
Steven Loborec, Laurel Van Dromme, Debbie Pond, Emily Kelley, Randall McKenzie,
Justin Lahmers, Stacey Houser, Kynthia Drosch, Holly Davis, Annie Bingman, Trisha
Ritter, Jennifer Elliott, Courtney Gandy, Tina Bogac, Patrick Weeks, Elizabeth Hosket,
Drew Miller, AmyJo Baughman, Shelby Dawkins, Casey Henceroth, Jason Homan, Allison
Jones, AnnaBell Kinsel, Sloane Trusso, Ana Casado, and Brandon Gibbs.

Call to Order 9:07
Adoption of the Agenda
Approval of the Previous Meetings’ Minutes  October 27, 2021

Executive Committee Reports
Chair:

• University Senate Meeting last week – Recorded for those that want to listen.
  o President Johnson provided updates from her office.
    ▪ Investiture and Board of Trustees meeting next week.
    ▪ Invitations will be coming to join the virtual investiture event.
    ▪ Safety initiative – extra lights and off-campus patrol.
    ▪ New provost and RAISE initiative.
    ▪ Elizabeth Parkinson is the new cabinet member over Marketing and
      Communications.
    ▪ Taking friction out of getting things done. Making OSU a model
      place where people want to work and students want to attend.
      Removing internal bureaucracy and friction to better get things done.
      Workday was brought up as one source of friction. President
      Johnson invited people to directly email her if they are experiencing
      challenges and friction.
    ▪ Highlighted Grace Wang, the new executive vice president for
      Research, Innovation and Knowledge
    ▪ Commented on another increase on grad student stipends.
    ▪ Need to improve compensation for staff as well. Recent AMCP
      process was not enough. Jeff Risinger will be taking the lead on
      this.
    ▪ Debt-free initiative – this is not intended to be debt-free college.
      There will be a commitment from the student as well. Up to 50%
      coming from philanthropy and the rest from internal efficiencies,
      internships, etc.
  
• Meeting with Lin Hillis (AVP Talent, Leadership & Diversity)
  o Spoke about the reorg of HR – Lin Hillis now reports to Alison Mincey
  o Lin will be working on a new standardized onboarding process for the
    university, encompassing the first two-to-six months of employment. The
university sees a lot of turnover in the first two-to-six months. Lin will be forming a group to investigate this issue.

- Continuing work on the Emerging Leaders program. Directed at people who are interested in becoming managers or are new managers.
- Culture and Civility – Experiencing bullying and microaggressions that don’t rise to the level of policy violations, but we don’t want our staff to experience.
- New resources – HRD Press, third-party organization that provides resources for HR and Talent Management. 360 Degree reviews will now be available for staff – a tool to help employees get a better view of how they are being perceived by colleagues, manager, and reports.

- BigTen Collaboration on Staff Advocacy
  - Focused on COVID-19, vaccination mandates, masking, and flex work policies.
  - Our peers are approaching issues very differently than us. Our position seemed very progressive in comparison.

- Meeting with Dr. Andy Thomas, interim co-leader of WMC, regarding Winter Recess.
  - WMC interim co-leaders hadn’t heard much about Winter Recess. This meeting was to provide background and challenges and proposals to navigate the initiative.
  - Andy had suggestions for us to consider – Steven will share more after discussing with Stacey Houser and Laurel Van Dromme.
  - He was willing to continue the conversation and open to the possibility.

- Three emails yesterday that included info about our Wellness event.
  - Email from Steven, Jeff Risinger, and Bern Melnyk to all staff
    - 90 additional participants registered since this email
    - 250 total registrants – about half in-person and half virtual
  - November Buckeye Wellness email
  - YP4h email

- Steven will make an announcement at the wellness event about our Career Roadmap Townhall event happening on December 1st. Debbie has it scheduled to appear in OnCampus Today and HealthBeat Hub.
  - Randall will ask subcommittees to submit questions to be asked at the event.

- All USAC members should have received an invitation from the President's Office for the annual Holiday Party. December 7th at the Ohio Union. Festive attire. Invitation does include a plus one.

- Manager training on Career Roadmap pay ranges – two sessions happening next week.

**Chair Elect:**

- Laurel has been working to schedule senior leaders to attend USAC business meetings
- What other senior leaders should we invite to business meetings? Perhaps one leader per month?
  - Grace Wang
  - James L. Moore, III and Gates Garrity-Rokus – Together to address DEI and Shared Values Initiative
Shelby suggested we include Dr. Cheryl Lee and Dr. Leon McDougle from WMC in this conversation.
  - Mike Papadakis and Kristine Devine
  - Jay Kasey

Communications:
- No updates.

Secretary/Treasurer:
- Paying for all things investiture and Career Roadmap Townhall.

Subcommittee Reports
Inclusive Excellence (IE):
- Update on working group for potential university wide climate survey. Pretty quiet since first meeting in August. Courtney reached out to Molly for an update – waiting for a response.

Governance:
- Anticipating SCDG in January and February.
- Updating Governance website, rubrics, and Operations Manual.

Outreach & Engagement (O&E):
- Investiture All Staff Wellness Event
  - Please sign up to volunteer at the event via Box.
  - Registrants so far: 138 in person, 131 virtual
  - Still need bus greeters.
- Career Roadmap Townhall
  - Please register to attend virtually – link on the USAC website.
- Questions for Town Hall
  - If hiring, are they using old standards or the new Career Roadmap standards? Steven thinks they are still using the old compensation standards. Currently relying on three systems to figure out compensation: Workday, Position Mapping system (with hidden salary info), and new salary system. Laurel asked if we could ask Rob Prisbrey about these systems during the townhall.
  - Debbie Pond asked about new hires getting paid more than current employees. New hires must be hired into new framework and existing employees will not be immediately brought up to new standards. What is the timeline for bringing salaries up to standards and how do we explain this to incumbent employees?
  - Allison Jones asked when will employees find out what their pay bands will be? Steven understands that timeline will be standardized, and everyone will find out at the same time.
  - Shelby Dawkins asked if this would unify fiscally WMC and the university side. Steven understands that the way budgets are being managed will not change. The university is planning to set a deadline to bring employees up to standard salaries.
  - Shelby also asked how units will bring staff up to correct levels if units don’t have the budget to pay higher salaries?
  - Ana Casado asked if the position mapping system is public? Currently only available to managers.
  - Send further questions to Randall and Drew or ask live during the event!
Staff Affairs (SA):
- Have not heard back anything about Winter Recess. Unsure if we can get it together for this year.
- Will begin focusing on other initiatives.

OHR Liaison Report
- Vaccine mandate – in the midst of staff needing to get vaccinated or receiving an exemption. Biden administration mandate applies to federal contractors, which applies to OSU. Federal mandate does not allow for a personal exemption, which was originally allowed by OSU. OSU Legal waited for federal regulations before deciding that personal exemptions would not qualify for federal mandate - OSU would be out of compliance if personal exemptions were allowed. OSU informed staff using personal exemptions that they were no longer compliant. December 8th is the accountability deadline. We are still on track to have staff with personal exemption be compliant. Conversations around Biden administration extending the deadline. Does not mean that OSU must extend their deadline. ELR working with HRBPs to answer questions and help people get compliant. USAC members should refer staff to the Safe and Healthy Buckeyes website. A lot of questions around testing, especially by those who had the personal exemption.
- Open enrollment deadline is November 15th. Encourage staff to get that done. If you make no choice, you will have the same benefits as last year. Must take affirmative steps to elect into Dependent and Health FSA.

Items for Informational Purposes
- Elizabeth Hosket asked about HR referral bonus program. Does it now apply to any position at OSU? Alison Mincye announced it originally. WMC leader yesterday announced that any referral for new hires.

Items for Group Discussion

Adjournment 10:31 a.m.