UNIVERSITY STAFF ADVISORY COMMITTEE

Business Meeting
Minutes
December 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, Holly Davis, Sherri Hall, Annie Bingman, Trisha Ritter, Jennifer Elliott, Courtney Gandy, Tina Bogac, Patrick Weeks, Elizabeth Hosket, Drew Miller, AmyJo Baughman, Tracey Boggs, Shelby Dawkins, Casey Henceroth, Jason Homan, Allison Jones, AnnaBell Kinsel, Margaret Nevrekar, Sloane Trusso, Ana Casado, and Brandon Gibbs.

Call to Order 8:33
Adoption of the Agenda
Approval of the Previous Meetings’ Minutes  November 10, 2021

Executive Committee Reports
Chair:
• It was great to see so many members at the President’s holiday party last night!

Chair Elect:
• Beginning to work on the New Member Task Force.
  • Timeline
    o January & February - Advertising via USAC newsletter, ONCampus, HealthBeat, social media channels, Local & Regional SACs, our individual networks in our colleges and units
    o January - USAC members volunteer for NM Taskforce (can volunteer for different parts of the process)
    o January – early February - Update USAC position profile and new member application
    o Mid-January – mid-February – New member info sessions
    o January/February - Rubric review of application and interview questions
    o February – early March - Application time frame
    o Early – mid-March - Application evaluation to select interview candidates
    o Late March - Interviews
    o Late March or early/mid-April - USAC membership review/vote for approval

Communications:
• Looking into help from University Marketing and Communications to revise the USAC website.
• If USAC members see staff doing good work, consider taking a picture and sending to Debbie to put a thank you out on Twitter and tag the unit.
  o Tina Bogac mentioned that A&P does this a lot already and maybe USAC could re-Tweet.

Secretary/Treasurer:
• Polos are in. Emily will coordinate with individuals to get them their polos.
Subcommittee Reports

Inclusive Excellence (IE):
- All subcommittees and executive committee should have heard from a member of IE regarding the DEI self-evaluation questions. Please submit feedback to the IE member who reached out to your subcommittee. Next steps will be to provide guidance and revisions to USAC processes and documentation.
- Currently working on a DEI Resource List. The final list will highlight Diversity, Equity, and Inclusion resources available across the university and will revise the Inclusive Excellence page of the USAC website.

Governance:
- Updating Governance page of USAC website and updating rubrics.
- Creating a worklist to run a successful staff senator election.

Outreach & Engagement (O&E):
- 1400 unique users for the Career Roadmap Townhall event. USAC should consider doing a follow-up in the Spring during employee review period. The Career Roadmap team was very happy with the turnout and experience.

Staff Affairs (SA):
- Met yesterday and discussed the DEI questions from IE.
- Discussed potential initiatives that the subcommittee wants to work on, including tiered parking rates, staff ombudsman, paid time off for volunteering, etc.

OHR Liaison Report
- Vaccine mandate
  - 6th Circuit Federal court placed a hold on the mandate on federal contractors to be vaccinated or continually tested. OSU is continuing to review what that means to the current exceptions and be sure OSU still complies. On December 15th, OSU will proceed with disciplinary action for employees that are non-compliant. HR is still in the mode of getting as many employees as possible compliant. Over 90% compliant right now. Expect numbers to rise as December 15th approaches and accountability measures begin – loss of IT access, etc.
  - Deb Pond commented that OhioHealth just announced a pause on terminating employees who have not been compliant.

Items for Informational Purposes

Staff Senator Conversation (8:30 – 9:30)
- Staff senators in attendance: Ramsey Piazza, Katie Culbertson, Ashley Bersani, Steven Mentz, Andrew Jordan, Courtney Sanders, Megan Hasting, and Alex Thomas.
- Andrew Jordan began the conversation with some background about University Senate, our shared governance model. Primarily faculty and student led before the addition of staff senators. 19 subcommittees, including senate steering which drives the meeting agendas. USAC chair is a part of the senate steering committee.
- Tom Gessells and USAC drove the initiative to create a true shared governance model by adding staff. OSU was one of the first universities to have staff on senate. The initial ask was for five staff senators.
- Similarly, to USAC, staff senators also advocate on behalf of staff. How can we further align what USAC and staff senators are doing?
• Ashley Bersani serves on the Fiscal committee and the Student Fee subcommittee and Special Projects subcommittee with Fiscal. She considers her role to be an ambassador to staff.

• Alex Thomas serves on the Rules Committee, looking at faculty and staff rules for revisions and maintenance. Alex is also serving on the group investigating harassment and bullying that is not aimed at a protected class.

• Katie Culberston serves on the DELIT committee that oversees digital resources and technology infrastructure. The group is currently providing feedback on new pillars and strategic plan for Libraries.

• Ramsey Piazza has been recently appointed to the Diversity committee.

• Steven Loborec shared that an ad-hoc subcommittee report was completed last spring. The report made recommendations for changes and additions of staff to other senate committees.

• Steven asked if staff senators should be included in the annual USAC retreat to allow for input on the priorities USAC will be focusing on for the year? Steven reviewed the top priorities that were decided at the August retreat. These are the topics that are discussed with senior leaders and frame our work within subcommittees. USAC is also very focused on building and maintaining relationships with senior leaders. Steven also reviewed the USAC structure for staff senators.

• Steven explained that senate business is run from proposals. We haven’t submitted a staff-generated proposal since the staff senators were added to senate. Is there a proposal USAC and staff senators want to submit jointly?
  - AT commented that there are two types of proposal: 1) clear, tangible action items and 2) urging statements

• Ideas include:
  - More staff senators or staff representation on other senate committees
  - Email spoofing of academic advisors to vaccine non-compliant students
  - Forum for staff to present benefits issues
  - Staff Ombudsman
  - Support for flex work agreements – highlight staff obstacles and discrepancies
    - AnnaBell Kinsel commented that O&E members have been hearing during their SAC meetings that there are discrepancies in how units/teams approve and administer flex work agreements – the decision seems to be more based on supervisor preference than the actual work being done.
    - Brandon Gibbs described the appeals process for staff who have had a flex work agreement denied. The expectation is that the appeal would move up the chain of management. Staff should make their case using the decision-making criteria in the flexible work policy. [https://hr.osu.edu/wp-content/uploads/flex-work-decision-criteria.pdf](https://hr.osu.edu/wp-content/uploads/flex-work-decision-criteria.pdf) If managers are being arbitrary, the staff member should elevate concerns to a higher supervisor. Employee and Labor Relations is always willing to listen and try to help mediate between an employee and manager if there are issues. Retaliation issues should absolutely be raised to ELR.
    - Holly Davis commented that she is hearing there are a lot of unreasonable managers. She changed jobs because of inconsistent decisions around flexible work by her former management. Holly
stated that labor is in the position of power right now in the job market, and if flex work isn't supported, The Great Resignation will continue in a big way. Flex work doesn't cost money and is a benefit people want. They'll go down the road to other companies.

- Faith Kline commented that she has heard from staff who say that managers will approve their FWA on paper but feel that it is being held against them.
- Casey Henceroth agreed with Faith, stating that she has heard staff say that if their manager is not being flexible, they are afraid of the consequences of escalating their FWA request for review.
- Andrew Jordan added that the issues we are discussing (Pay Equity, Retention, Flex Work), all center around how people leaders are treating and valuing our employees. This could be approached from the Shared Values lens. How can we use the Shared Values initiative to create a more consistent experience for staff?
- Ramsey Piazza commented that the discrepancies might not be coming from the manager, but the culture of the unit. Ramsey agreed that there might be ramifications for staff escalating appeals.
- Courtney Gandy shared that staff do not have confidence in their HR partners to adequately advocate and protect them.
- Tina Bogac suggested USAC highlight the ELR group in our newsletter to better educate staff on the resource. [https://hr.osu.edu/services/elr/](https://hr.osu.edu/services/elr/)
- Sherri Hall asked why an employee who has been working successfully from home for a year and a half should have to prove their case that they can continue to be successful? If the staff member was not successful, the manager should have been documenting the activity.
- Tracey Boggs has noticed that there are not enough conference rooms to support hybrid meetings and leadership is getting frustrated by poor technology and demanding employees come into the office to attend meetings. We need to have conference rooms equipped with technology to adequately support hybrid meetings.
- Alex Thomas added that the default in this situation for many people is to move the meeting fully in-person since it's what they know and are comfortable. The alternative would be to move the meeting fully virtually to make it accessible to everyone regardless of location.

- Senate Proposal Pathway: [https://senate.osu.edu/sites/default/files/links_files/Senate%20Proposal%20Pathway%20AY22_0.pdf](https://senate.osu.edu/sites/default/files/links_files/Senate%20Proposal%20Pathway%20AY22_0.pdf)

**Items for Group Discussion**

**Adjournment** 10:34 a.m.