

QUESTIONS???

8/94



Do you feel we are providing our students with a quality experience here at Wright State University?



Do you have positive experiences related to your job that you wish to convey to others to insure that these types of things occur on an on-going basis at Wright State University?



Do you have ideas or suggestions from your department that you may want to share with other professional staff members here at Wright State University?



Do you have concerns or comments about university policies that affect you as an unclassified staff member here at Wright State University?



Are you completely, one-hundred percent, totally satisfied with every aspect of your job here at Wright State University?



Did you know that there is a system already in place that will address the above issues and more to insure that quality people- like yourself - will have a positive work experience here at Wright State University?

ANSWER

The Professional Staff Advisory Council (PSAC) wants YOU!!! The council meets once a month to discuss issues such as governance; due process; salary ranges; and merit evaluations just to name a few. These meetings are open to all unclassified staff members to address issues from all departments that may be of concern to the entire university community.

On September 12th, at 3:10 in the Harbage Room on the fourth floor of the Dunbar Library we will be meeting to set our agenda for the 1994-95 academic year. It is imperative that we have your input if we are to be truly effective as a council. You can also mark you calendars now for the entire school year as we are holding meetings at the above time and place on the following dates: Sept. 12; Oct. 10; Nov. 14; Dec. 12; Jan. 9; Feb. 13; March 13; April 10; and May 8. If you have any further questions or issues and can not attend any of the listed meetings, you may also contact any of the below listed 1994-95 Professional Staff Advisory Council members:

Tammy Kiser	3192	Steve Hayden	2598	Pamela Wallace-Johnson	5750
Kathie Barbour	2787	Chris Watson	2608	Frances Tyleshevski	767-6916
Paula Fisher	3531	Mike Schulze	4143	Deatrus LaCour	2556
Lois Boehm	2334	Kim Grant	2771		

The above council represents unclassified staff in the areas of Academic, Academic Support, Externally Funded, Institutional Support and Plant and Student/Public Services and Auxiliaries.

Please be sure to mark your calendars now. You do have a voice through PSAC!! We look forward to seeing you this year.

7/12/74

President Flack may be calling YOU !!

Did you know that President Flack requested PSAC (Professional Staff Advisory Council) to provide him with the names and numbers of professional staff members in groups of 20 in order to meet with small groups to discuss issues and concerns with you on an informal basis?

Are you wondering how the searches are going for the new Provost, Associate Provost, and Vice President of Business Affairs?

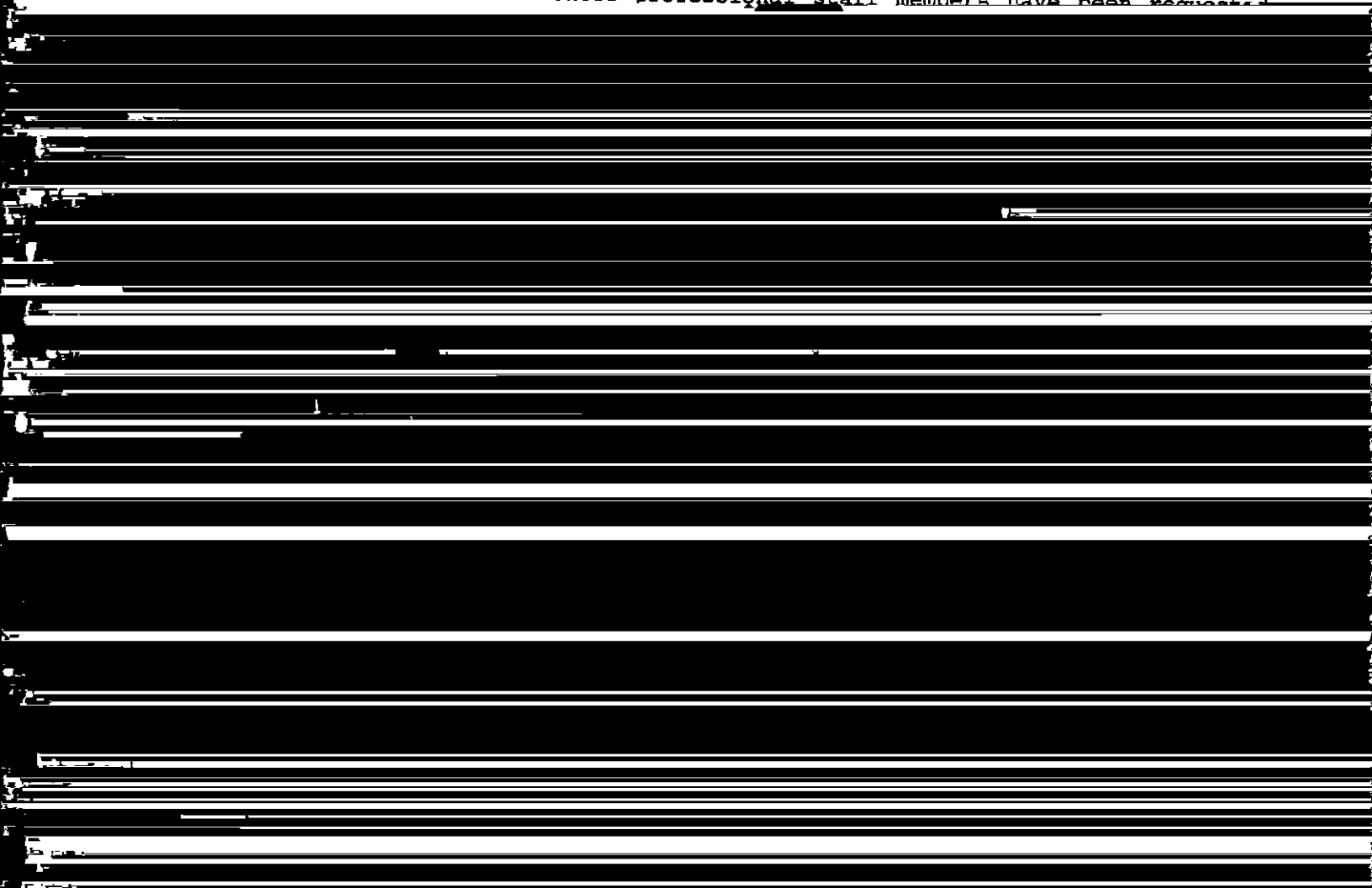
Have you attempted to reserve a room in the new Student Union but have no idea who to contact or what the policy is concerning meeting rooms etc.?

If you attended the last PSAC meeting on Monday, September 12, you would have the answers to the above questions and MORE!! Just think, then you would not have to read these minutes!?

The Professional Staff Advisory Council (PSAC) still wants YOU!!! The council meets once a month to discuss issues such as governance; due process; salary ranges; and merit evaluations just to name a few. These meetings are open to all unclassified staff members to address issues from all departments that may be of concern to the entire university community.

Your fellow professional staff members that were present at the first PSAC meeting are as follows: Steve Hayden, Brian Frazier, Bill Shepard, Marty Jenkins, Crete Vandeval, Ben Guild, Tricia Renner, Catherine Queener, Sally Clayton, Kevin Watson, Paula Fisher, Tammy Kiser, Mike Schulze, Vicky Davidson, Pamela Wallace-Johnson, Frances Tyleshevski, Chris Watson, Kim Grant, Lois Boehm, Kathie Barbour, Joyce Corban, and Judy Rose.

COMMITTEE APPOINTMENTS: These professional staff members have been requested



Health Benefits - task force opening

Use Copy Card -

PSAC 4 Student Services	101	✓
PSAC 3 Int. Sup. & Plant	139	OK
PSAC 2 Acc. Support	152	OK
PSAC 1 ac. & ext. funded	145	OK
(2)		

PSAC 1

145

President Flack may be calling YOU !!

Did you know that President Flack requested PSAC (Professional Staff Advisory Council) to provide him with the names and numbers of professional staff members in groups of 20 in order to meet with small groups to discuss issues and concerns with you on an informal basis?

Are you wondering how the searches are going for the new Provost, Associate Provost, and Vice President of Business Affairs?

Have you attempted to reserve a room in the new Student Union but have no idea who to contact or what the policy is concerning meeting rooms etc.?

If you attended the last PSAC meeting on Monday, September 12, you would

have the answers to the above questions and MORE!! Just think, then you would

PSAC 2

152

President Flack may be calling YOU !!

Did you know that President Flack requested PSAC (Professional Staff Advisory Council) to provide him with the names and numbers of professional staff members in groups of 20 in order to meet with small groups to discuss issues and concerns with you on an informal basis?

Are you wondering how the searches are going for the new Provost, Associate Provost, and Vice President of Business Affairs?

Have you attempted to reserve a room in the new Student Union but have no idea who to contact or what the policy is concerning meeting rooms etc.?

If you attended the last PSAC meeting on Monday, September 12, you would have the answers to the above questions and MORE!! Just think, then you would not have to read these minutes!?

The Professional Staff Advisory Council (PSAC) still wants YOU!!! The council meets once a month to discuss issues such as governance; due process; salary ranges; and merit evaluations just to name a few. These meetings are open to all unclassified staff members to address issues from all departments that may be of concern to the entire university community.

Your fellow professional staff members that were present at the first PSAC meeting are as follows: Steve Hayden, Brian Frazier, Bill Shepard, Marty Jenkins, Crete Vandeval, Ben Guild, Tricia Renner, Catherine Queener, Sally Clayton, Kevin Watson, Paula Fisher, Tammy Kiser, Mike Schulze, Vicky Davidson, Pamela Wallace-Johnson, Frances Tyleshevski, Chris Watson, Kim Grant, Lois Boehm, Kathie Barbour, Joyce Corban, and Judy Rose.

COMMITTEE APPOINTMENTS: These professional staff members have been requested to serve on and have agreed to fill the following university committees:

Artist Series - Marty Jenkins - University Library
Building and Grounds - Bill Shepard - Student Union
Calendar and Elections - Susan Williams - School of Nursing
Food Service - Crete Vandeval - Nutter Center
Parking and Traffic - Shirley Bonner - School of Prof. Psychology
Wellness and Recreation - Rick Zech - Budget
UBRC - Lois Boehm - Budget
Athletic Council - Brian Frazier - University Division
Athletic Council - Tom Brookey - COBA
Health Benefits Task Force - Pat Walker and Paula Fisher

PSAC would like thank all the professional staff members who volunteered for a committee.

SEARCH COMMITTEE UPDATES: Vice President for Business Affairs - Kevin Watson reported that the search committee has completed its work and forwarded the names to President Flack. Since our meeting, Janet Achterman has accepted the position and will begin October 15, 1994.

Associate Vice President for Student Affairs and Enrollment Services - Joyce

PSAC 3

President Flack may be calling YOU !!

139

Did you know that President Flack requested PSAC (Professional Staff Advisory Council) to provide him with the names and numbers of professional staff members in groups of 20 in order to meet with small groups to discuss issues and concerns with you on an informal basis?

Are you wondering how the searches are going for the new Provost, Associate Provost, and Vice President of Business Affairs?

Have you attempted to reserve a room in the new Student Union but have no idea who to contact or what the policy is concerning meeting rooms etc.?

If you attended the last PSAC meeting on Monday, September 12, you would have the answers to the above questions and MORE!! Just think, then you would not have to read these minutes!?

The Professional Staff Advisory Council (PSAC) still wants YOU!!! The council meets once a month to discuss issues such as governance; due process; salary ranges; and merit evaluations just to name a few. These meetings are open to all unclassified staff members to address issues from all departments that may be of concern to the entire university community.

Your fellow professional staff members that were present at the first PSAC meeting are as follows: Steve Hayden, Brian Frazier, Bill Shepard, Marty Jenkins, Crete Vandeval, Ben Guild, Tricia Renner, Catherine Queener, Sally Clayton, Kevin Watson, Paula Fisher, Tammy Kiser, Mike Schulze, Vicky Davidson, Pamela Wallace-Johnson, Frances Tyleshevski, Chris Watson, Kim Grant, Lois Boehm, Kathie Barbour, Joyce Corban, and Judy Rose.

COMMITTEE APPOINTMENTS: These professional staff members have been requested to serve on and have agreed to fill the following university committees:

- Artist Series - Marty Jenkins - University Library
- Building and Grounds - Bill Shepard - Student Union
- Calendar and Elections - Susan Williams - School of Nursing
- Food Service - Crete Vandeval - Nutter Center
- Parking and Traffic - Shirley Bonner - School of Prof. Psychology
- Wellness and Recreation - Rick Zech - Budget
- UBRC - Lois Boehm - Budget
- Athletic Council - Brian Frazier - University Division
- Athletic Council - Tom Brookey - COBA
- Health Benefits Task Force - Pat Walker and Paula Fisher

PSAC would like thank all the professional staff members who volunteered for a committee.

SEARCH COMMITTEE UPDATES: Vice President for Business Affairs - Kevin Watson reported that the search committee has completed its work and forwarded the names to President Flack. Since our meeting, Janet Achterman has accepted the position and will begin October 15, 1994.

Associate Vice President for Student Affairs and Enrollment Services - Joyce

Corban reported that the search is currently closed until the Provost is hired at which time they will re-open the search.

Provost - Chris Waston reported that ads are currently out and they are anticipating airport interviews in late November or December.

PRESIDENT FLACK'S SMALL GROUP MEETINGS: PSAC submitted 28 groups of 20 professional staff members to the president's office. You may be contacted to meet with the president in the near future to discuss issues and concerns with him on an informal basis.

NEW BUSINESS:

- It was suggested that each council member bring a guest with them to every PSAC meeting.
- Representatives from the Student Union will be at the next PSAC meeting to answer questions regarding reservation policies.
- The following issues and concerns were discussed as possible agenda items for the 1994-95 academic year. Please add anything you might have and/or circle the top three concerns/issues you feel are important. These will then be incorporated into PSAC's goals for the upcoming year. Your input is important to us. Please forward your comments to your constituency representative -listed below- as soon as possible.

Organizational Restructuring of P.S.A.C.
 Due Process
 Staff Development

University Governance
 Health Care/Benefits
 Student Employment Support
 Employee Salary Caps
 Non-Faculty Teaching/ Release Time
 Other_____

 If you have any further questions or issues and can not attend a meeting, you may also contact any of the below listed 1994-95 Professional Staff Advisory Council members:

INSTITUTIONAL SUPPORT & PLANT

Paula Fisher	Ext. 3531/ 120 Allyn/ pfisher@desire.wright.edu.
Mike Schulze	Ext. 4143/ 059 Allyn
Lois Boehm	Ext. 2334/ 245 Allyn

PSAC's next meeting is scheduled for Monday, October 10 at 3:10 pm in the Harbage Room on the fourth floor of the Dunbar Library.

PSAC 4

101

President Flack may be calling YOU !!

Did you know that President Flack requested PSAC (Professional Staff Advisory Council) to provide him with the names and numbers of professional staff members in groups of 20 in order to meet with small groups to discuss issues and concerns with you on an informal basis?

Are you wondering how the searches are going for the new Provost, Associate Provost, and Vice President of Business Affairs?

Have you attempted to reserve a room in the new Student Union but have no idea who to contact or what the policy is concerning meeting rooms etc.?

If you attended the last PSAC meeting on Monday, September 12, you would have the answers to the above questions and MORE!! Just think, then you would not have to read these minutes!?

The Professional Staff Advisory Council (PSAC) still wants YOU!!! The council meets once a month to discuss issues such as governance; due process; salary ranges; and merit evaluations just to name a few. These meetings are open to all unclassified staff members to address issues from all departments that may be of concern to the entire university community.

Your fellow professional staff members that were present at the first PSAC meeting are as follows: Steve Hayden, Brian Frazier, Bill Shepard, Marty Jenkins, Crete Vandeval, Ben Guild, Tricia Renner, Catherine Queener, Sally Clayton, Kevin Watson, Paula Fisher, Tammy Kiser, Mike Schulze, Vicky Davidson, Pamela Wallace-Johnson, Frances Tyleshevski, Chris Watson, Kim Grant, Lois Boehm, Kathie Barbour, Joyce Corban, and Judy Rose.

COMMITTEE APPOINTMENTS: These professional staff members have been requested to serve on and have agreed to fill the following university committees:

Artist Series - Marty Jenkins - University Library
Building and Grounds - Bill Shepard - Student Union
Calendar and Elections - Susan Williams - School of Nursing
Food Service - Crete Vandeval - Nutter Center
Parking and Traffic - Shirley Bonner - School of Prof. Psychology
Wellness and Recreation - Rick Zech - Budget
UBRC - Lois Boehm - Budget
Athletic Council - Brian Frazier - University Division
Athletic Council - Tom Brookey - COBA
Health Benefits Task Force - Pat Walker and Paula Fisher

PSAC would like thank all the professional staff members who volunteered for a committee.

SEARCH COMMITTEE UPDATES: Vice President for Business Affairs - Kevin Watson reported that the search committee has completed its work and forwarded the names to President Flack. Since our meeting, Janet Achterman has accepted the position and will begin October 15, 1994.

Associate Vice President for Student Affairs and Enrollment Services - Joyce

Earlier reported that the search is currently closed until the Provost is hired

Provost - Chris Weston reported that ads are currently out and they are anticipating airport interviews in late November or December.

PRESIDENT FLACK'S SMALL GROUP MEETINGS: PSAC submitted 28 groups of 20 professional staff members to the president's office. You may be contacted to meet with the president in the near future to discuss issues and concerns with him on an informal basis.

NEW BUSINESS:

- It was suggested that each council member bring a guest with them to every PSAC meeting.
- Representatives from the Student Union will be at the next PSAC meeting to answer questions regarding reservation policies.
- The following issues and concerns were discussed as possible agenda items for the 1994-95 academic year. Please add anything you might have and/or circle the top three concerns/issues you feel are important. These will then be incorporated into PSAC's goals for the upcoming year. Your input is important to us. Please forward your comments to your constituency representative -listed below- as soon as possible.

Organizational Restructuring of P.S.A.C.
 Due Process
 Staff Development

University Governance
 Health Care/Benefits
 Student Employment Support



This form must accompany all duplicating and printing requests. Use a separate form for each request. Forward first three copies to Printing Service; retain last copy (goldenrod) as proof of submission. Please print or type.

Is this job confidential? Yes _____ No _____
Was estimate provided? Yes _____ No _____

277790000

Account No. Project

Department name

Date submitted Dept. requisition no.

Initiated by/Full name Telephone

Delivery Instructions

Room/Bldg. Required delivery date

Deliver to/Name

Authorized signature

Duplicating

This process is the most economical method for reproducing exams, classroom support materials and interoffice correspondence. Phone 3147 or 2117 for scheduling information. For duplicating estimates call billing 2117.

Reproduction of copyrighted materials must be in compliance with Wright State policy number 2303 stated in the Wright Way Policies and Procedures Manual.

Name of duplicating job

Number of originals

Copies per original

One side Two sides

Bindery Instructions

- Collate
Staple
Cut/Size
Fold/In Out
Pad/50s 100s
Drill for holes P.D.
Plastic comb
Color
Punch for plastic binders
Tape binding
Shrink wrap

Stock: 8 1/2 x 11

- White Goldenrod
Pink Canary
Buff Green
Blue Ivory
Salmon Letterhead
Tan Covers/back
Index color
Other

8 1/2 x 14 (color)

11 x 17 (limit 1000 copies) (color)

Furnished by customer

Yes No
Quantity furnished

Printing

This process is used for forms, letterheads, envelopes, posters, brochures, etc., requiring composition, higher quality, larger quantities, colored ink, photographs, etc. For scheduling information and/or printing estimates call Printing Production 2117.

Name of printing job

Quantity

Attach sample if possible.

Special Instructions

Total Cost

Duplicating charges

Bindery charges

Paper change and/or charge

Other

Total Duplicating Charge \$

Printing Service Job No.

Total Printing Charge \$



This form must accompany all duplicating and printing requests. Use a separate form for each request. Forward first three copies to Printing Service; retain last copy (goldenrod) as proof of submission. Please print or type.

Is this job confidential? Yes ___ No ___
Was estimate provided? Yes ___ No ___

2777000000

Account No. Project

Department name

Date submitted

Dept. requisition no.

Initiated by/Full name

Telephone

Delivery Instructions

Room/Bldg.

Required delivery date

Deliver to/Name

Authorized signature

Duplicating

This process is the most economical method for reproducing exams, classroom support materials and interoffice correspondence. Phone 3147 or 2117 for scheduling information. For duplicating estimates call billing 2117.

Reproduction of copyrighted materials must be in compliance with Wright State policy number 2303 stated in the Wright Way Policies and Procedures Manual.

Name of duplicating job

Number of originals

Copies per original

One side Two sides

Bindery Instructions

- Collate
Staple
Cut/Size
Fold/in Out
Pad/50s 100s
Drill for holes P.D.
Plastic comb
Color
Punch for plastic binders
Tape binding
Shrink wrap

- Stock: 8 1/2 x 11
White Goldenrod
Pink Canary
Buff Green
Blue Ivory
Salmon Letterhead
Tan Covers/back
Index color
Other
8 1/2 x 14 (color)
11 x 17 (color)
Furnished by customer
Yes No
Quantity furnished

Printing

This process is used for forms, letterheads, envelopes, posters, brochures, etc., requiring composition, higher quality, larger quantities, colored ink, photographs, etc. For scheduling information and/or printing estimates call Printing Production 2117.

Name of printing job

Quantity

Attach sample if possible.

Special Instructions

Total Cost

Duplicating charges

Bindery charges

Paper change and/or charge

Other

Total Duplicating Charge \$

Printing Service Job No.

Total Printing Charge \$



Is this job confidential? Yes ___ No ___
Was estimate provided? Yes ___ No ___

This form must accompany all duplicating and printing requests. Use a separate form for each request. Forward first three copies to Printing Service; retain last copy (goldenrod) as proof of submission. Please print or type.

Account No. Project

Department name

Date submitted

Dept. requisition no.

Initiated by/Full name

Telephone

Delivery Instructions

Room/Bldg.

Required delivery date

Deliver to/Name

Authorized signature

Duplicating

This process is the most economical method for reproducing exams, classroom support materials and interoffice correspondence. Phone 3147 or 2117 for scheduling information. For duplicating estimates call billing 2117.

Reproduction of copyrighted materials must be in compliance with Wright State policy number 2303 stated in the Wright Way Policies and Procedures Manual.

Name of duplicating job

Number of originals

Copies per original

One side Two sides

Bindery Instructions

- Collate
Staple
Cut/Size
Fold/In Out
Pad/50s 100s
Drill for holes P.D.
Plastic comb
Color
Punch for plastic binders
Tape binding
Shrink wrap

- Stock: 8 1/2 x 11
White Goldenrod
Pink Canary
Buff Green
Blue Ivory
Salmon Letterhead
Tan Covers/back
Index color
Other
8 1/2 x 14 (color)
11 x 17 (limit 1000 copies) (color)
Furnished by customer
Yes No
Quantity furnished

Printing

This process is used for forms, letterheads, envelopes, posters, brochures, etc., requiring composition, higher quality, larger quantities, colored ink, photographs, etc. For scheduling information and/or printing estimates call Printing Production 2117.

Name of printing job

Quantity

Attach sample if possible.

Special Instructions

Total Cost

Duplicating charges
Bindery charges
Paper change and/or charge
Other

Printing Service Job No.

Total Duplicating Charge \$

Total Printing Charge \$

Happy Holidays from PSAC!!

Minutes from the November 14th Professional Staff Advisory Council Meeting

Present: Frances Tyleshevski, Marty Jenkins, Robert Smith, Ben Guild, Deat LaCour, Bill Shepard, Brian Frazier, Mike Schulze, Pam Wallace-Johnson, Chris Watson, Kathie Barbour, Kim Grant, Peggy Bott, Lori Gabriel, Kathy Heise, Pat Walker, Lois Boehm, Willie Boyd, Catherine Queener, Tammy Kiser, Steve Hayden and Crete Vandeval.

Pamela Wallace-Johnson announced that President Flack and Donna Schlagheck will attend the December 12 the PSAC meeting from 4pm-5:30 pm to discuss the following: "University Governance"-Positive and negative features of two proposed models; the University's "Metropolitan Mission"- What is the current understanding, how do we expand or modify this mission and how should it be applied in the assessment of faculty/staff productivity? and "Faculty/Staff Productivity"- Reaction to policy guidelines adopted by the Board of Trustees in June, 1994.

PSAC will conduct its scheduled meeting from 3:10 - 3:50 pm with a 10 minute break before the President will speak. As usual, all professional staff members are invited to attend either **or both** of the scheduled sessions. Please note: The meeting will be moved to **M252 Creative Arts**.

Unclassified Staff Handbook: Bob Smith reported that he and Joyce Corban have been working with Human Resources to come up with an updated draft of the unclassified handbook. They asked that staff review and make suggestions before a final revision. If you are interested in seeing the draft, please contact Bob Smith @2011. In addition, it has come to the attention of PSAC that there are no standards for Unclassified staff who choose to teach, therefore, it has been suggested that a survey be distributed regarding this issue to gauge current practices campus-wide. Please see attached survey and return to Joyce Corban in 134 Oelman by Dec. 14, 1994.

PSAC Goals: Council reviewed the current draft of PSAC's goals for the 1994-95 academic year and developed steps to achieve those goals. The following staff members have agreed to serve on various subcommittees:

- * Internal Promotion Policy/Compensation - Deat LaCour and Catherine Queener.
- * Due Process - Peggy Bott and Steve Hayden.
- * Leaves of Absence and Professional Development - Francis Tyleshevski, Ben Guild and Tammy Kiser.

Committee Reports:

* **Campus Climate Committee:** Peggy Bott reported that there are currently six (6) teams in place representing gender relations, race relations, sexual orientation, campus morale, disabilities and equal access and external community relations. A representative within each team will join together to form focus groups to keep open the communication between the teams.

* **Health Benefits Task Force:** There has been some talk to ban the Health Benefits Task Force as it existed this past academic year. It was the general consensus of PSAC to recommend to President Flack that this task force indeed continue with representation from PSAC.

* **UBRC:** Chris Watson is chairing a sub-committee on student employment and retention. Lee Guild is chairing a subcommittee on salary ranges and caps and **needs a volunteer** to serve on this sub-committee.

* **University Forum:** Pamela Wallace-Johnson reported that there is some talk of using P.E.W. Round Table Consultants. This is a committee that would come together to set issues and agenda items for the strategic planning effort. This is tentatively scheduled to take place April - July of '95.

* **Building and Grounds:** Bill Sheppard reported on the status of several construction projects including but not limited to the Academic Building which will house the College of Education and Human Services; (It will be located in the present visitor's parking lot and will be connected to Rike Hall by a tunnel. It should go out to bid in the early spring of 1995.) the relocation of University Boulevard; Phase I and II of Fawcett Renovation which is due to be completed in December of 1994.

In addition, Private Student Housing was a discussion topic with talk of a plan to build two mirror buildings referred to as the Commons Building/presently on the site of the Campus Ministry. The following projects were funded as of July 1: Allyn Hall Expansion, Allyn Hall Rehabilitation-Phase I and Fawcett Hall Rehabilitation- Phase III.

Finally, in developing an overall campus facilities master plan, the committee has taken into consideration the wooded area of campus and its importance. It was recommended that a no-build zone be created.

* **Athletic Council :** Brian Frazier reported that President Flack attended the last athletic council meeting and addressed such issues as gender equity and race relations. President Flack also met with the Dayton Daily News regarding the public perception of Wright State Athletic coverage vs University of Dayton coverage in the Dayton Daily News.

* **Provost Search Committee -** Chris Watson reported that they are on schedule with airport interviews to occur in December and on-site interviews scheduled for January.

If you have any further questions or issues and can not attend a meeting, you may also contact any of the below listed 1994-95 Professional Staff Advisory Council members:

ACADEMIC

Tammy Kiser
Kathie Barbour

Ext. 3192/ B.S. 235A/ ae985@dayton.wright.edu.
Ext. 2787/ M153CAC

ACADEMIC SUPPORT

Steve Hayden
Pamela Wallace-Johnson
Chris Watson

Ext. 2598/077 B.L./SHAYDEN@DELTA
Ext. 5750/E334 St. Un.
Ext. 2608/ 126 Dun. Lib./ cwatson@library.wright.edu.

EXTERNALLY FUNDED

Frances Tyleschevski

767-6916/YSFH/ftyleshevski@desire.wright.edu.

INSTITUTIONAL SUPPORT & PLANT

Paula Fisher
Mike Schulze
Lois Boehm

Ext. 3531/120 Allyn/pfisher@desire.wright.edu.
Ext. 4143/059 Allyn
Ext. 2334/245 Allyn

STUDENT/PUBLIC SERVICES & AUXILIARIES

Deatrus LaCour
Kim Grant

Ext. 2556.126 Allyn
Ext. 2771/356 Nutter Center

002001

KIMBERLY GRANT
P.O. - NUTTER CENTER/ATHLETICS
336A ERVIN J. NUTTER CENTER

1994

Wait!!!

Please don't throw me away until you read me!!!

The following is a list of your professional staff co-workers who were present at the October 10th meeting of PSAC.

Kim Grant, Frances Tyleshevski, Pat Walker, Lois Boehm, Steve Hayden, Chris Watson, Kathie Barbour, Marty Jenkins, Brent Young, Ben Guild, Tricia Renner, Bill Shepard, Deat LaCour, Brian Frazier, Shirley Bonner, Emily Willims and Willie Boyd. Pat Kelly from the Student Union was the guest speaker.

Guest Speaker: Pat Kelly addressed questions regarding reservation policies for the new Student Union.

PSAC Goals: President Flack has requested the PSAC submit their goals for the 1994-95 academic year. An initial draft was read and approved by those present. The goals will be submitted to President Flack upon completion.

COMMITTEE APPOINTMENTS: Committee appointments were included in the last PSAC minutes, but we will include them again along with two additions:

These professional staff members have been requested to serve on and have agreed to fill the following university committees:

Artist Series - Marty Jenkins - University Library
Building and Grounds - Bill Shepard - Student Union
Calendar and Elections - Susan Williams - School of Nursing
Food Service - Crete Vandeval - Nutter Center
Parking and Traffic - Shirley Bonner - School of Prof. Psychology
Wellness and Recreation - Rick Zech - Budget
UBRC - Lois Boehm - Budget
Athletic Council - Brian Frazier - University Division
Athletic Council - Tom Brookey - COEA
Health Benefits Task Force - Pat Walker and Paula Fisher

Additions:

Campus Climate Committee - Peggy Bott
Strategic Planning Committee - Lillian Johnson

PSAC, again, would like thank all the professional staff members who volunteered for a committee.

Committee Reports:

U.B.R.C. - Lois Boehm reported that several issues will be addressed by this committed this 1994-95 academic year including but not limited to: a 2% retroactive, accross the board pay raise; All-World Travel; and increase in minimum adjunct salaries; instructor salary compensation; gender salary comparisons; early retirement; performance evaluation results; and salary ranges and caps.

Athletic Council - Brian Frazier reported that several new coaches were introduced at their last meeting. In addition, Brian reported on the NCAA Certification Program designed to ensure the NCAA's fundamental commitment to integrity in intercollegiate athletics by opening the affairs of athletics to the university community and the public. Finally, he reported that the athletic department would make Lot 5 available to faculty and staff season basketball ticket holders if the other lots are not available on any given home game. Also, for first time faculty and staff season ticket purchasers - they will receive 50% off the price of a season ticket making it only \$99.00 per seat instead of \$198.00. This price includes 17 home games, the MCC tournament and parking.

SEARCH COMMITTEE UPDATES: Vice President for Business Affairs - Janet Achterman began October 17, 1994.

Provost - Chris Waston reported over 70 applications had been received for this position and that airport interviews will follow shortly.

If you have any further questions or issues and can not attend a meeting, you may also contact any of the below listed 1994-95 Professional Staff Advisory Council members:

ACADEMIC

Tammy Kiser

Ext. 3192/ B.S. 235A/ ae985@davton.wright.edu.

In response to the concerns of some unclassified-staff employees, we hope to learn more about unclassified staff who teach at Wright State. Would you please answer the questions below and return to me by December 14, 1994. Results of this survey will be published in a future edition of PSAC minutes.

Joyce Corban, College of Science and Mathematics
 Room 134 Oelman
 Phone: 873-2699 e-mail: JCORBAN@Desire

Yes No

<input type="checkbox"/>	<input type="checkbox"/>	Are you <i>permitted</i> to teach? If not, please comment below.
<input type="checkbox"/>	<input type="checkbox"/>	Have you taught a course at Wright State while a member of the unclassified staff?
<input type="checkbox"/>	<input type="checkbox"/>	Do you plan to teach a course at Wright State during the next year?

If you teach, or plan to teach, please continue. Otherwise, you can stop here, fold and staple this sheet so the address shows on the outside, and drop in campus mail. Thanks!

How often do you teach? _____

What course(s) do you teach (optional)? _____

How many credit hours do you typically teach? _____

How many hours/week (during your normal work day) do you spend preparing to teach?

Yes No

<input type="checkbox"/>	<input type="checkbox"/>	Is the teaching you do required as part of your job description?
<input type="checkbox"/>	<input type="checkbox"/>	Do you teach during normal working hours?
<input type="checkbox"/>	<input type="checkbox"/>	Do you receive additional pay (overtime or summer) for your teaching?

Happy New Year!!

Minutes from the December 12, 1994 Professional Staff Advisory Council Meeting

Present: Tammy Kiser, Joyce Corban, Steve Hayden, Mike Schulze, Lois Boehm, Catherine Queener, Brian Frazier, Susan Cox, Chris Murphy, Frances Tyleshevski, Lillian Johnson, Ben Guild, Marty Jenkins, Alexia Hood, Bud Ash, Terry Anderson, Ken Selm, Brian Christenson, Sally Clayton, Steve Lyons, Mindy Young, Marsha Adams, Rick Zech, Chris Watson and Kim Grant.

Guests: President Flack and Donna Schlagheck

PSAC conducted its scheduled meeting from 3:10 - 3:50 pm with a 10 minute break before a presentation by President Flack and Donna Schlagheck.

Committee Reports:

Strategic Planning Council - Lillian Johnson reported that the first meeting was held Fri., Nov. 4 1994. President Flack attended and shared his agenda for planning and presented the charge to the council: To become familiar with the WSU Strategic Plan and priorities; to develop a set of strategic indicators by which all academic and administrative unites will be assessed for strategic planning purposes; review tactical plans submitted by each division and assist in creating a mechanism for the university's long range strategic planning process.

UBRC - Lois Boehm reported that a *Quick Course* in fund accounting will be instituted by Janet Achterman with subsequent subcommittees to follow.

Athletic Council : Brian Frazier reported that the council voted and recommended to keep locker rooms closed to media. In addition, Brian Frazier has been appointed to chair an AD Hoc Committee to look at Minority Opportunities: Access and Success, Retention, Academic Support and Sensitivity Training.

Discussion of Pay Increases vs Budget Cuts:

Base budget adjustments to the tune of \$2,385,000 or 2.1 % was reported with the following suggestions being proposed: A 2% salary increase becoming effective 1/1/95. This across the board **non-retroactive** increase will save the university \$700,000. As of March 1st 1995 all

