

WRIGHT STATE UNIVERSITY
Professional Staff Advisory Council
Minutes of September 12, 1988

Present: Ivelisse Figueroa, Jeff Jones, Leona Miller, Steve Rambo,
Gail Rouch, Jeff Sakal and John Sheidler

Absent: Frank Dobson, Carol Enigk, Susan Weldon, and Susan Williams

The minutes of July 11, 1988 were approved as published

Several topics were discussed at the meeting held September 12, 1988.

Steve Rambo

Jeff Jones was introduced as the new representative from the Institutional Support and Plant Constituency. Jeff will fill the position vacated by the resignation of Jim Dock.

Discussion was raised concerning the performance objectives training sessions being held by Human Resources. If you are a supervisor and have not attended one of these sessions, we suggest you contact Human Resources as soon as possible.

Council was contacted to recommend representation on the Benefits Committee. Lou Falkner was chosen to be the professional staff's primary representative. Carol Stevenson was named as a second representative, if it's appropriate to have two representatives on the committee. If only one person is needed, Carol will be considered an alternate. Council is interested in the production of an employee survey concerning benefits. Suggestions or questions should be directed to Lou Falkner.

In the absence of Susan Weldon, Steve Rambo reported on the Pay for Performance Committee. The committee is continuing on the previously published schedule. Open meetings with supervisors to answer questions are scheduled for mid-late September along with general orientation with all employees. Supervisors should have initial meetings with individual employees on performance objectives in late October - early November.

January 1989 will bring in depth training by an outside firm to equip a team of university employees in "how to conduct performance appraisal" so university training will be done by university employees.

John Sheidler

Charter Committee Update: Many changes were recommended concerning PSAC membership and constituency representation. Council members were provided with an outline of extensive changes for their review before the next meeting. Initial response of council members was positive. Additional discussion will be on the agenda for the October meeting.

Council adjourned at 4:40 p.m.

Next Meeting: Monday, October 10, 1988 at 3:45 p.m.

Wright State University
Professional Staff Advisory Council
Minutes of October 3, 1988

Present: Frank Dobson, Carol Enigk, Ivelisse Figueroa, Jeff Jones, Leona Miller,
Steve Rambo, Jeff Sakal, John Sheidler, Susan Weldon, and Susan Williams

Absent: Gail Rouch

The minutes of September 12, 1988 were approved as published.

Several topics were discussed at the meeting held October 3, 1988.

Steve Rambo

Council was sent the Steering Committee's recommendations for the President's Awards for Excellence. Council unanimously approved all facets of the guidelines except requesting clarification concerning how the Steering Committee will come to a consensus of consistency of length of service 'versus' the year's accomplishment for evaluation purposes. An update will be on the November meeting's agenda.

Steve Rambo/Susan Weldon

The Pay for Performance Committee plans to select sixteen to twenty non-Human Resources employees to undergo extensive training in performance appraisal. These employees will be trained and certified by an outside firm sometime in November

Wright State University
Professional Staff Advisory Council
Minutes of November 14, 1988

Present: Frank Dobson, Carol Enigk, Ivelisse Figueroa, Leona Miller,
Steve Rambo, Gail Rouch, Jeff Sakal, John Sheidler, and Susan Weldon

Absent: Jeff Jones and Susan Williams

The minutes of October 3, 1988 were approved as published