Staff Council Meeting Minutes
Wednesday, May 11, 2016
267 University Hall
2:00 - 4:00 pm

In attendance: Dr. Berberich, Misty Cox, Jamie Henne, Elizabeth Styers, Dawn Banker, Suzanne Semones, Ryan Fullenkamp, Aaron Skira, Jonathan Jackson, Jerry Hensley, Cindy Riley, and Amanda Watkins
via phone: Linda Helentjaris

Guest speaker/presenter: Shari Mickey-Boggs, A.V.P. and Chief Human Resources Officer
Shari updated Staff Council on the reorganization, strategy (the 7 key areas), and highlights of Human Resources. An update on the Fair Labor Standards Act was provided.

1. Old Business – Dr. Berberich
   a. HR response time for candidates applying for jobs at WSU – policy?
      Currently three communications are sent out by HR: application accepted, interview selection, and position filled notice. The search committee is responsible for notifying applicants that they are not selected for interview.
   b. Space for councils
      University archives across the street can store paper files. Shannon Norton is currently visiting other potential spaces for the non-paper items.

2. New Business – Dr. Berberich
   a. Suggestion box submission:
      It might be a good idea to have a locked deposit box for Foundation on the main campus. Sometimes people have to drive checks over there 4-5 times a week, which may not seem like much, unless you are covering phones, front desk etc. Two possible suggestions: A locked box can be delivered to Foundations via campus mail or a drop box can be installed at the Bursar office. Dr. Berberich will research further.
   b. Admin. Professionals luncheon
      Concerns about the guest speaker were voiced.
   c. New Staff Council meeting day/time for 2016-17 (Wed. afternoons don’t work for Tom)
      Proposed new meeting time: 2nd Tuesday of the month 1:30-3:30 pm.

3. Additional issues/topics/events – Staff Council only
   a. Physical Plant contract
      President Hopkins is reviewing current contract with HR.
   b. President’s Awards for Excellence
      Representatives from CSAC (Tom Fortener & Kathy Dalton) and USAC (Aaron Skira & Jonathan Jackson) are serving on the committee.
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c. Staff, Faculty and Retirees Picnic – Friday, June 10th from 11:00 a.m. – 1:00 p.m. – Garden of Senses – volunteers needed
   Email Shannon Norton (Shannon.norton@wright.edu) if you are interested in volunteering.

d. Budget Remediation
   No update provided.

e. Presidential Search and Selection Advisory Committee
   Dawn Banker and Misty Cox are serving on this committee.

Next Staff Council Meeting:
Wednesday, June 8th from 2:00 p.m. – 4:00 p.m. – 267 University Hall