**Staff Council Meeting Summary**

**Tuesday, September 13, 2016**

**267 University Hall**

**1:30 pm – 3:30 pm**

In attendance – Dr. Berberich, Misty Cox, Jerry Hensley, Tom Fortener, Dawn Banker, Suzanne Semones, Carol Alexander, Amanda Watkins, Joanie Hendricks, Amanda Spencer

Via phone: Tyler Pottkotter, Deanna Springer

Guests: Shari Mickey-Boggs, Sylvia Brockman, Monica Mack

**Guest Speakers**

Shari Mickey-Boggs, Sylvia Brockman, and Monica Mack shared information about employee benefits:

* Open enrollment: Oct 28 – Nov 14th
* Registration will again be through Wings Express (Oct 28th – Nov 14th)
* Late fee of $50 will be charged after Nov. 14th
* Health & Benefits Fair is scheduled for Oct 19th
* Castlight launch Sept. 19th
* July 1, 2017 WSU implementing tobacco free campus

**Old Business**

Lock Bags – Bags have been purchased and will be stored in the mailroom. All keys for the bags will be located in the Foundation. Dr. Berberich will notify Tom & Jerry when everything is up and running.

Bullying Policy – tabled until the fourth quarter of 2016.

Affordability & Efficiency – Dr. Berberich provided Tom & Jerry paper copies of the report.

SSAC (Presidential Search Committee) update - The committee is meeting with the selected search firm. A presidential symposium is scheduled in October. Two current Ohio university president’s; the Chancellor; and representatives from the search firm will be on hand to discuss best practices; university trends; etc.

Stipends & Bonuses – Staff Council requested a list of bonuses paid at the August Staff Council meeting. Dr. Berberich did not have the list available. He stated that he will work on getting the list and send it to Tom & Jerry. Dr. Berberich added that the Provost is working on policies for stipends and bonuses.

Total Compensation – The total compensation surveys should be done in October.

**New Business**

FLSA (Federal Labor Standards Act) – The salary limit for staff who are required to be paid overtime will be increased to $47,476 beginning Dec. 1, 2016. Unclassified staff who make below this limit will be moved to unclassified hourly and will receive overtime pay if they work more than 40 hours. Overtime pay must be preapproved by the employee’s supervisor. Information will be sent to effected staff members and supervisors beginning Oct. 1st.

HR move to South Campus –

* The move will take place at the end of September
* All phone numbers will stay the same
* The new location provides staff with additional space – private meeting rooms and training rooms
* Dr. Berberich stated that adding an additional shuttle stop is being worked on

**Additional issues/topics/events – Staff Council only**

* Raidersgiving – looking for donations (both prizes and to pay food). Contact Jamie Norris or Sommer Todd to make donations
* Homecoming – Sept. 28 – Oct. 1
* Air Force Marathon – Sept. 17th; 5K – Sept. 16th
* Tyler questioned whether or not the university will be closed on January 2, 2017. Dr. Berberich (via Shannon Norton) confirmed that the university will be closed on this date via e-mail sent 9/14/16.

***Next Staff Council Meeting:***

**Tuesday, October 11, 2016 from 1:30 pm – 3:30 pm in 267 University Hall**