

**Unclassified Staff Advisory Council
Meeting Minutes
Thursday, August 13, 2015
157 Student Union
9-10:30 a.m.**

Call meeting to order 9:06 a.m.

In attendance

- Voting members: Julia Acosta, Danielle Booth, Pam Bowers, Misty Cox, Jerry Hensley, Teresa Pack, Amanda Spencer, Carol Vuckovich, Amanda Watkins, and Jeff Wehmeyer
- Others: Mark Hibner, Jonathan Jackson, and Aaron Skira

Approval of minutes from June 18, 2015

Minutes were approved.

New Business

- Call for Committee Members
 - Members were asked to visit the new USAC Website to view current vacancies on subcommittees and University committees and email Misty and Aaron if they are interested in serving on one or more committees.
- WSU Staff Council Bylaws
 - Bylaws were approved.
- Guest Speaker: Dr. Steven Berberich (9:30 a.m.)
 - Dr. Berberich provided updates for the fall.
 - There will be an official opening of the Student Success Center in October.
 - The pedestrian bridge over I-675 will have Wright State signage and a ribbon-cutting ceremony will be held at the end of the month.
 - The salt barn and roundabout near the Kauffman entrance are still under construction. Communications about how to navigate a roundabout are in development.
 - University Wellness will be moving into the Medical Sciences building and may open in September.
 - Move-In Day is August 27, 2015.
 - Convocation is September 2, 2015. Enrollment appears to be trending higher this year than last.
 - The state budget looks promising for higher education. In response to an executive order from the state, the Blue Ribbon Task Force is examining budget reduction strategies.
 - CSAC Chair, USAC Chair, and Faculty Senate President will have their faculty/staff (B) parking permits upgraded to (A) permits at no additional cost in appreciation and recognition for their services.
 - The MDA implementation includes reviews of service/auxiliary units. HR, WSU Bookstore, and Enrollment Management are the first three units to be reviewed. A total of 24 units will be reviewed. Unit activities and priorities will be assessed both internally by the unit and externally by the review committee and then the two will come together to evaluate the findings. A Website is in development to communicate the service unit review process. It is anticipated that it will take 2

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years to review all 24 units. Ideally, as part of a continuous improvement process, the units will be routinely evaluated.

- Over the summer various members of the president's and provost's offices have shared the duties of the Provost during his leave. Additional updates regarding how those duties will continue to be managed in the fall will be coming soon.

Ongoing Business

- President's Award for Excellence
 - Ceremony will be held September 8, 2015.
- Service Unit Review Committees
 - Nova Lasky will be taking over Devin Berry's responsibilities and facilitating the WSU Bookstore and Human Resources reviews.
- Smoking Policy
 - No updates. This will be tabled until additional information becomes available.
- Staff Councils Website (<http://www.wright.edu/staff-councils>)
 - The new site is now live. It was recommended that meeting agendas and minutes be uploaded as PDF documents for ease of printing. Any additional suggestions can be sent to Misty and Aaron.
- Total Compensation Committee
 - No updates. The committee is planning to meet again on September 9, 2015 with Sibson.
- Xerox
 - Devices were installed in the Dunbar Library this week. Nutter Center and Campus Services are tentatively scheduled for September.
- Committee Updates
 - USAC subcommittees
 - Bylaws and Charter
 - No updates, but the committee will need to make edits
 - Communications and Marketing
 - No updates.
 - Community Service
 - No updates.
 - Compensation, Benefits, and Equity
 - No updates.
 - Nominations / Fundraising
 - No updates.
 - University committees
 - Athletic Council
 - No updates.
 - Dining Services
 - No updates.
 - Ohio Staff Council of Higher Education (OSCHE)
 - No updates.

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- Parking Services
 - No updates.
- Staff Development Day
 - The next is SDD is August 17, 2015. A total of 360 staff members have registered for the event. Dr. Hopkins will be the guest speaker during lunch.
- Sustainability
 - No updates.
- University Diversity Advisory Council (UDAC)
 - No updates.
- Wellness and Recreation
 - Peggy is working on developing new wellness challenges, both mental and physical activities. Campus Recreation membership fees will resume this fall for staff.
- WSU Bookstore
 - No updates.
- WSU Staff Council
 - No updates.

Other Items

- Water Supply
 - Concerns regarding the cleanliness of the water supply at the Dayton campus were raised. Dr. Berberich volunteered to investigate the long term solution to the matter.

Schedule Reminders

- WSU Staff Council – Wednesday, September 9, 2:00 – 4:00 p.m., 267 University Hall
- USAC Meeting – Thursday, September 10, 9:00 – 10:30 a.m., 157 SU (Atlantis Room)

Adjourn meeting at 10:21 a.m.

USAC: The purpose of the Unclassified Staff Advisory Council (USAC) is to represent its members to the university by: promoting their general welfare; advocating for unclassified staff through active participation in university governance structure; reviewing, initiating and making recommendation on relevant university policies and procedures; encouraging and facilitating communication among members; and encouraging professional development opportunities. One of the prime responsibilities of this council is to serve the educational community by creating and maintaining an environment conducive to the teaching, learning, research, and service functions of higher education. The recommendations of the council are submitted to the university president.