

**Staff Council Meeting Minutes**  
**Wednesday, July 9, 2014**  
**267 University Hall**  
**2:00 - 4:00 pm**

**In Attendance**

Dawn Banker, Dr. Steven Berberich, Linda Helentjaris, Jonathan Jackson, Amanda Karper, Megan McCurdy, Candace Phlipot, Cindy Riley, Aaron Skira, Elizabeth Styers, and Summer Todd

**Agenda Items**

**OD&L Closure**

OD&L closed June 30, 2014. Dr. Berberich and HR are in the process of absorbing/restructuring OD&L's responsibilities and will be seeking input from Staff Council on staff professional development needs.

**Suggestion Box**

A web-based suggestion box (Qualtrics) for Staff Council is ready to be piloted.

**Staff Development Day (SDD)**

Online registration process will open next Friday for the Fall 2014 SDD which will be held August 7, 2014 at the Dayton campus. Weekly SSD meetings will occur prior to the event. The next SDD meeting will be held at the Dayton campus on Tuesday, July 15, 2014 at 3:30 p.m. in 163 Millett Hall. USAC members to obtain raffle prizes for the Fall 2014 SDD by Friday, August 1, 2014.

**CSAC & USAC Interest in Attending Graduation**

CSAC & USAC agree that those staff members who are interested in attending graduation at the Dayton campus should have the opportunity to attend (e.g., reserved tickets). CSAC & USAC Chairs will respond accordingly.

**Xerox Concerns**

Additional information about the transition to Xerox printers is expected to be obtained prior to the next Staff Council meeting; therefore, this agenda item will remain open.

**Staff Council Bylaws**

A working document is available from May 2013, but no progress has been made since. This agenda item will remain open.

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**Staff Council Minutes**

Meeting minutes will be taken on a monthly basis by the USAC Secretary-Elect.

**Staff Council Meeting Time/Schedule Conflicts**

No changes will be made to the existing Staff Council meeting dates/times.

**Invitation to Lake Campus**

LSAC members would like to host a Staff Council meeting this Fall or next Spring at the Lake Campus. Staff Council members from the Dayton campus to find future meeting dates that work best.

**Other Items**

**New Classified Staff Pay Level Structure**

In response to questions from classified staff members, CSAC has asked HR to provide additional information about the new pay level structures that were cited in the compensation analysis letters that were mailed to classified staff last month.

**Revised Job Abolishment Letter**

A revised template of HR's job abolishment letter for classified staff was shared by CSAC members. Input from LSAC and USAC members was requested.

**University Adoption of Maconaquah Elementary School**

Tara Rush, a fourth grade teacher at Maconaquah Elementary School in Bunker Hill, Indiana, has requested Wright State University adopt her classroom as part of her school's new college-readiness initiative. The initiative hopes to build a culture of student achievement and college awareness among students. We Serve U will be spearheading the project and is collecting promotional items to give to the 30 students in Ms. Rush's class.

**Lake Campus Website Launch**

Lake Campus's new website is live at [lake.wright.edu](http://lake.wright.edu)

**Next Meeting**

Wednesday, August 13, 2014, 2:00 – 4:00 p.m. 267 University Hall