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|  CSAC monthly meeting |
| 6.16.2015 | 9:10 A.M. | E103 Student Union (Explorer Room) |
| Meeting called by | Dawn Banker, CSAC Chair |
| Type of meeting | Monthly |
| Attendance | Attendees: Dawn Banker, Sue Bevan, Cathy Dalton, Tom Fortener, Ryan Fullenkamp, Julie Greenup, Jamie Henne, Amanda Karper, Lori Luckner, Mina Lundy, Cynthia Riley, Kym Sellers, Suzanne Semones, Ife Shafeek, Tony Shreck, Elizabeth Styers, Kim Thomas, and Earl Thompson.Welcome New Members: Carol Alexander, Patrick Ammon, Sarah Carpenter, Lori Cope and Beth Stanze-TateAbsent: Diana Atkins, Jodi Blacklidge, Jennifer Cox, and Kurt Holden |
| Approval of the Minutes |
| Discussion | Minutes from the May 16, 2015 CSAC Meeting * 2 typos were pointed out
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| Action Items | Motion to Approve | Motion Seconded |
|  | Lori Luckner | Tom Fortener |
| Welcome New Members/Introductions |
| Discussion |  |
| Bylaws |
| Discussion |  |
| The Bylaws were reviewed and many changes were brought up for discussion:* Composition of the committee to consist of 15 members instead of 22. In order to reduce the numbers of members, nominations and elections will reduce the number of openings.
* Chair term will be for two years instead of one.
* A secretary/treasurer position has been added.
* Members may only serve 4 consecutive terms on council instead of unlimited and may be re-elected after a one year hiatus.
* CSAC nominees must have a minimum of one year employment at Wright State instead of two.
* Meetings will be scheduled monthly instead of September through June.
* Elected member must attend a minimum of ¾ (8/12) of the scheduled meeting of CSAC.
* Discussion will continue next month on which committee on which CSAC should continue to be representatives.
* Sub-Committee chairs will be appointed by the CSAC chair at the July Meeting.
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| Chair Elect |
| Dawn Banker |  |
| * Again, no one stepped up to be Chair Elect. This issue will be revisited in July.
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| CSAC Open Forum |
| Dawn Banker |  |
| * Open Forum will be held on June 17th, 2015 from 2 to 4.
* Representatives from HR and the Administration (Dr. Berberich) will be participating as active listeners.
* There will be no follow up to questions or issues. If a question is raised the staff member should contact the active listener after the open forum is over.
* Supervisors will not be contacted regarding any issues that are discussed.
* Facilitators and Note takers are still needed for the event.
* Please encourage staff to attend and to give their opinions.
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| Staff Development Day |
| Discussion |  |
| * SDD is scheduled for Monday, August 17th.
* The planning committee is working on assembling some interesting breakout sessions, collecting door prizes, and selecting catering items.
* New and Old CSAC members are encouraged to be involved in this planning process and day of the event.
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| Hot Topics |
| * Conversation Café will be June 18th. It is for all staff to meet with the third party Vendor, Sibson, who was hired to do the analysis for the Total Compensation Study. Staff are encouraged to register, attend, and give their opinions.
* The corrected FAQ regarding why Classified Staff was not included in the compensation portion of the Total Comp study is posted on HR’s website.
* Working out of job classification is a common issue and HR has no specific policy about who and under what conditions someone qualifies for the adjustment. HR’s answer is that it’s up to the supervisor.
* Additional Vacation time/Personal time is also an issue that should be pursued in the next year.
* Staff raises for the 2016 academic year are projected to be: 1% across-the-board and 1.5% Merit.
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| Motion to Adjourn | Motion to Approve | Motion Seconded |
|  | Suzanne Semones | Elizabeth Styers |
|  | Unanimously Approved |
| Minutes respectfully submitted by: | Amanda Karper |