

**Unclassified Staff Advisory Council (USAC)**  
**Meeting Minutes**  
**Thursday, May 12, 2016**  
**157 Student Union**  
**9:00 - 10:30 a.m.**

**Call meeting to order at 9:01 a.m.**

**In attendance**

- Voting members: Julia Acosta, Chris Bethel, Misty Cox, Jerry Hensley, Teresa Kramer, Amanda Spencer, Amanda Watkins, and Jeff Wehmeyer
- Others: Drew Corbett, Joanie Hendricks, Mark Hibner, Jonathan Jackson, Jason Kohlhepp, Carol Rader, and Aaron Skira

**Approval of minutes from April 14, 2016**

- Minutes were approved

**New Business**

- Highlights from Staff Council meetings
  - Shari Mickey-Boggs shared HR reorganization plans and proposed changes to the Fair Labor Standards Act (FLSA). A suggestion was made via the suggestion box to have a drop box located on campus for checks for WSU Foundation and Dr. Berberich is researching potential options.
- President Search/Selection
  - Misty Cox and Dawn Banker will represent USAC and CSAC, respectively, on the search committee.
- President's Award for Excellence
  - The committee has been established and will meet in May.
- USAC Elections
  - Four newly elected members were announced.

**Ongoing Business**

- Budget Remediation
  - The budget presentation will be held on June 2, 2016.
- Total Compensation Committee
  - Job inventories for Advancement are being collected now.
- Committee Updates
  - USAC subcommittees
    - Bylaws and Charter
      - Updates to the bylaws and charter are being reviewed by Dr. Berberich.
    - Communications and Marketing
      - No updates
    - Community Service
      - No updates
    - Compensation, Benefits, and Equity
      - No updates
    - Nominations / Fundraising
      - The elections process ended last week.

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- University committees
  - Athletic Council
    - The men's and women's basketball head coaches were hired.
  - Dining Services
    - Summer hours for The Hangar will be announced soon.
  - Ohio Staff Council of Higher Education (OSCHE)
    - No updates
  - Parking Services
    - No updates
  - Staff Development Day (SDD)
    - Planning is in the works now for the next SDD. It will be held on August 17th. The keynote speaker will be Dr. Jason Parker.
  - University Diversity Advisory Council (UDAC)
    - No updates
  - Wellness and Recreation
    - No updates
  - WSU Bookstore
    - No updates
  - WSU Staff Council
    - See New Business above.
  - Faculty/Staff Appreciation Day
    - No updates

**Other Items**

- The Faculty/Staff Golf Outing will be held on August 1, 2016, at the Beaver Creek Country Club.

**Schedule Reminders**

- Staff Council – Wednesday, June 8, 2:00 – 4:00 p.m., 267 University Hall
- USAC Meeting – Thursday, June 9, 9:00 – 10:30 a.m., 157 Student Union

**Adjourn meeting at 9:34 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.*