

CLASSIFIED STAFF ADVISORY COUNCIL

**Minutes**

Tuesday, March 15, 2016

Attendance: C. Alexander, D. Banker, S. Bevan, L. Cope, C. Dalton, T. Fortener, R. Fullenkamp, J. Greenup, J. Henne, M. Lundy, C. Riley, S. Semones, E. Styers

Not in Attendance: S. Carpenter P. Ammon

Guest:

- I. Approval of February 16, 2016 minutes: Motioned by Suzanne Semones and seconded by Carol Alexander. Council unanimously approved the minutes for February 16, 2016.
- II. Old Business
  - A. Staff Council
    - Shannon Norton filled for Dr. Berberich. Shared CSAC 2015-2016 budget. No update on Winter leave, storage space for council or graduate fee remission.
    - Dr. Barrett shared WSU's Diversity and Inclusion Plan. Bullying policy is currently with the lawyers.
    - Spring Open Forum: March 30 2:30-4:30 156 Student Union.
    - Staff Development Day: Went well. Starting to plan next SDD August 17.
  - B. Committee Reports:
    - Fundraising: Two raffles were held at the Faculty and Staff Appreciation Event (February 20, 2016). The winners of the raffles: Carol Alexander, 50/50 Raffle \$83.00 and Rick Felton, Changing Lives Throw. Staff Development Day (March 1, 2016) 50/50 Raffle winner Melissa Platt \$126.00. CSAC Social Network Event planned for April 21. Lori Cope and Julie Greenup will work on advertising.
    - Lori Cope needs volunteers to be "Secret Shoppers" will send information to Dawn Banker to send out to council.
    - Carol Alexander will be on the Xerox Governance Committee.
  - C. CSAC Elections: Sarah Carpenter has meet with Jodi Blackledge. Information should go out soon.
  - D. Total Comp: Met on March 9, 2016; Beta testing the Qualtrics profiles; Getting ready to send out profiles (narrow job titles and families)
  - E. Branding/Logo
    - Dr. Sweeny: Unspoken promise of what we want you to feel
    - Per Dr. Hopkins the logo has been suspended.
  - F. HLC Accreditation: March 21 – 23
- III. Hot Topics
  - June 2, 2016: Budget Presentation
  - Changing credit hours to 120
- IV. Adjournment
  - Motioned and Second: Cathy Dalton and Carol Alexander

Next Meeting: Tuesday, April 19, 2016, 9:10-10:50 am, E103 Student Union

Respectfully Submitted,  
Elizabeth Styers