**In attendance**

Voting Members: Byron Duvall, Jerry Hensley, Amanda Karper, Amanda Spencer, and Amanda Watkins

Others: Drew Corbett, Misty Cox, Mark Hibner (via Skype), Jason Kohlhepp, and Carol Rader

**Call meeting to order 9:06 AM**

**Approval of minutes from November 10, 2016**: Approved and posted to https://www.wright.edu/staff-councils/usac/meetings

Guest Speaker: NONE

**New Business:**

Abolishment Notification Process-Possible Changes

* Nothing official has come out yet about a possible change. The Ohio Revised Code does have established guidelines for unclassified job abolishment.

FLSA Update

* WSU has chosen not to move forward with the December 1 deadline due to legislation. Three important takeaways are:
  + Those unclassified employees who are also instructor adjuncts can continue to do so with no affects.
  + Those employees who Human Resources had committed to increasing their pay will keep the increase.
  + Legislation is not finalized so this ruling could be revisited in the future.

**Added Items:**

Grievance Policy Update

* Human Resources has a link on their webpage on Dispute Resolution procedures. Staff Council made a recommendation to have a committee consisting of unclassified, classified and human resource representation.

Byron Duvall is leaving Wright State so his USAC membership is vacant.

* A vote was taken to contact the next two candidates to fill Becky Traxler’s and Byron Duvall’s vacancies.

A recommendation was raised on how to best communicate to the campus about USAC.

* This topic will be added to the January USAC agenda. Suggestions included adding the USAC meeting information to the Talk Back Luncheon communication email and electronically voting on minutes for quicker posting to the webpage.

Ongoing Business:

November 30th Talk Back Luncheon Feedback

* There were new faces at this Talk Back and it was a very valuable conversation. Staff Council will discuss hosting this again in 2017.

Committee Updates: USAC subcommittees

* Bylaws and Charter **DID NOT MEET**
  + Email will be sent to Dr. Berberich to provide feedback on the revised bylaws and charter as USAC will vote during the January meeting.
* Communications and Marketing **INACTIVE**
* Community Service/We Serve U
  + Raidersgiving was a success with over 500 in attendance. Cards will be distributed to Children’s Hospital this week.
* Compensation, Benefits, and Equity **DID NOT MEET**
* Nominations / Fundraising **DID NOT MEET**

University committees

* Athletic Council
  + Representatives from Communication and Marketing were guest speakers. There is a push to move fans from “happy/content” to “passionate/committed.” Points of pride are that 88% of athletes surveyed indicated they would chose WSU again and WSU athletics have played in seven Horizon League championships.
* Dining Services
  + Jamie Norris is now leading hospitality services. The Hangar will be open temporarily for Weekend Retail 11:00 am-7:00 pm. The students voted to rename C Store as Raider Mart. Freshens’ opening is being delayed as kitchen approval is needed. Prices will be going up next year.
* Ohio Staff Council of Higher Education (OSCHE) **DID NOT MEET**
  + Next meeting is April 2017.
* Parking Services **INACTIVE**
* Staff Appreciation Day **DID NOT MEET**
* Staff Development Day **DID NOT MEET**
  + There will be more collaboration with Human Resources.
* Sustainability **INACTIVE**
* Total Compensation Committee **DID NOT MEET**
* University Diversity Advisory Council (UDAC) **INACTIVE**
* Wellness and Recreation **DID NOT MEET**
* WSU Bookstore **DID NOT MEET**
* WSU Staff Council **DID NOT MEET**

Schedule Reminders:

* WSU Staff Council – Tuesday, December 13, 1:30-3:30 p.m., 267 University Hall
* USAC Meeting – Thursday, January 12, 9:00 – 10:30 a.m., Atlantis Room (157 A/B SU)

**Adjourn meeting 10:27 AM**

Unclassified Staff Advisory Council (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.*