

CLASSIFIED STAFF ADVISORY COUNCIL

Minutes

Tuesday, May 16, 2017

182 Millett Hall

Attending: Carol Alexander, Ron Applegate, Connie Bajek, Dawn Banker, Lori Cope, Cathy Dalton, Tom Fortener, Ryan Fullenkamp, Julie Greenup, Jane Koester, Mina Lundy, Greg Patterson, Suzanne Semones, Sharon Wik

Absent:

- I. Approved April 18, 2017 minutes – motioned by C. Bajek, 2nd by L. Cope, passed by email vote.
- II. Old Business
 - a. Staff Council Notes:
 - i. Bullying policy – awaiting comments from Human Resources and Provost office, then goes to Faculty Senate for discussion
 - ii. Staff termination period – Dr. Berberich thought it would be end of June. Notice came out the next day from Human Resources that layoffs would start June 12, 2017.
 - b. Committee Reports – None
- III. New Business
 - a) HR/CSAC/USAC Chair meeting 5/10/17 – Jennifer Kostic, Talent Manager, Human Resources, met Tom Fortener and Carol Alexander (filling in for Ryan Fullenkamp) of CSAC and Jerry Hensley and Amanda Spencer of USAC (supposed to be chair and chair-elect of respective committees) to explain the termination process. The main emphasis was that Ms. Kostic was checking other business's HR websites to find jobs that might match the WSU displaced employees' job skills. Human Resources will then have a job page on the HR website detailing the job postings, and will also host a job fair at the end of June, that will be open to all employees. HR will provide Career Transition Resources, including resume assistance and mock interviews. The push for providing these resources came from Board of Trustees member Doug Fecher. Process of notification – Supervisor will set up a meeting with the employee, then the employee meets with their dean or VP and HR Business Partner. The employee is allowed to have another person in the meeting if they desire.
 - b) June 1st, Tom Fortener and Carol Alexander will review the comments HR receives regarding the abolishment of classified staff's "bumping rights".
 - c) Open Forum Staff Luncheon discussion – more CSAC members will try to attend, to answer questions and discuss issues brought up by those attending. Jerry Hensley

will be asked to survey classified staff with one question – basically, do you approve or disapprove of abolishing bumping rights? Answers will be yes or no.

IV. Adjournment: Motioned by D. Banker, 2nd by C. Bajek. Approved.

Minutes submitted by: Suzanne Semones