

Unclassified Staff Advisory Council Meeting Summary  
Thursday, September 14, 2017  
156 B/C Student Union)  
9:00-10:30 a.m.

**In attendance:**

**Voting Members:** Amanda Spencer, Joanie Hendricks, Jennifer Attenweiler, Maureen Barry, Ryan Black, Danielle Booth, Michael Griest, Adam Horseman, Mandy Karper, Gina Keucher, Vickie Slone

**Others:** Jerry Hensley, Drew Corbett, Misty Cox, Carol Rader

**Lake Campus via Skype:** Lucas Miller

**Call meeting to order 9:03 AM**

Approval of minutes from August 10, 2017: Approved and posted <https://www.wright.edu/staff-councils/usac/meetings>

**Guest Speaker: Lindsay Wight**

Lindsay described her role at the university. Her charge is to adhere to Federal Law. She is a neutral party and does not represent the university. Lindsay works on issues pertaining to Title IX, Harassment and Sexual Discrimination, ADA, etc. (See attached)

**Ongoing Business:**

**Committee Updates: USAC Subcommittees**

- Bylaws and Charter DID NOT MEET
- Communications and Marketing **INACTIVE**
- Community Service/We Serve U
  - Volunteer Fair held on September 12<sup>th</sup> was very successful. Next event is Cards for Kids on Nov. 1<sup>st</sup>.
- Compensation, Benefits, and Equity – Vickie Slone and Mandy Karper have been meeting to investigate whether the changes that HR has made recently are changes to benefits or policies.
- Nominations / Fundraising DID NOT MEET (meetings will begin again in February 2018)

**University Committees**

- Athletic Council DID NOT MEET
- Dining Services – meetings will take on new format. Jaime Norris will chair the meetings which will be more discussions rather than the presentation format of the past. Any dining concerns or issues should be sent to Carol Rader.
- Ohio Staff Council of Higher Education (OSCHE) DID NOT MEET. Next meeting Oct 19/20 at Lorraine County Community College. Amanda will check with Dr. Berberich to see if funding is available to send representatives.
- Parking Services **INACTIVE**
- Staff Appreciation Day DID NOT MEET
- Staff Development Day DID NOT MEET
- Sustainability **INACTIVE**

Unclassified Staff Advisory Council Meeting Summary  
Thursday, September 14, 2017  
156 B/C Student Union)  
9:00-10:30 a.m.

- Total Compensation Committee NO REPORT
- University Diversity Advisory Council (UDAC) DID NOT MEET
- Wellness and Recreation **INACTIVE**
- WSU Bookstore DID NOT MEET
- WSU Staff Council
  - Topics covered included HR benefits updates from Shari Mickey-Boggs. There will be significant changes. New benefits information should be available by the end of Sept. Amanda encouraged everyone to attend the HR benefits presentations.
  - Staff Appreciation Day may not be held this year. Dr. Berberich is looking for alternatives to the traditional program due the university's current financial issues.
  - Full minutes available at <https://www.wright.edu/staff-councils/staff-council/meeting>.

**Schedule Reminders:**

- WSU Staff Council – Tuesday, October 10, 1:30-3:30 p.m., 267 University Hall
- USAC Meeting – Thursday, October 12, 9:00 – 10:30 a.m., Rathskellar (008 Student Union)

**Adjourn meeting 10:41 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.*

# OFFICE OF EQUITY AND INCLUSION

Lindsay Wight, J.D.  
Interim Director & Title IX Coordinator  
436 Millett Hall  
937-775-3207  
[oei@wright.edu](mailto:oei@wright.edu)

The Office of Equity and Inclusion (OEI) exists to provide an inclusive, equitable, working, living, and learning environment for members of the Wright State University (WSU) community. OEI provides members of the WSU community a place to obtain guidance for providing equity and equal opportunity in personnel matters and to resolve issues of harassment and discrimination including resolving issues causing hostile environment.

Our services include development and maintenance of the WSU Affirmative Action Plan, investigation of complaints, advising officials and others about changing affirmative action (AA)/equal employment opportunity (EEO) law and requirements, consultation service for officials, campus groups, and members of the university community; training, and advocacy for AA/EEO policy and activity on campus.

## Harassment & Discrimination

- WSU does not discriminate on the basis of race, color, religion, age, national origin, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information in employment, admission, treatment, or access to its programs or activities. WSU adheres to all applicable state and federal equal opportunity/affirmative action statutes and regulations
- Complaints based on any of these protected classes

## Americans with Disabilities Act

- OEI coordinates reasonable accommodations for Wright State University faculty and staff and applicants for employment at Wright State with qualifying disabilities through an interactive process (student accommodations still done through ODS)
  - Interactive process starts by providing us with two completed forms found on our website
- Disability Discrimination Complaints by students who feel they have been subjected to discrimination on the basis of a disability by WSU employees

## Title IX

- Sexual Misconduct (sexual harassment, sexual assault, sexual exploitation, relationship violence, stalking)
- Gender Equity in programs or sports
- Pregnant students
- Gender based harassment or discrimination

## Employment & Recruitment

- Development and maintenance of the WSU Affirmative Action Plan
- Advising officials and others about changing AA/equal employment law and requirements
- Consultation and training regarding AA/EEO policy and activity on campus

## Plans/Goals for the 2017-2018 Year

- Increase percentage of WSU community members who are trained on topics related to harassment, discrimination and Title IX
- Increase resources, inclusivity, safety and access for WSU's transgender and gender non-conforming community members by collaborating with campus partners to update systems and reports to include preferred names and pronouns, to allow for sex and gender marker changes, to allow for a third sex option on campus records.
- Increase resources, inclusivity, safety and access for WSU's transgender and gender non-conforming community members by collaborating with campus partners to increase the number and accessibility of all gender restrooms
- Create an optional demographic question on the Wright State Admission application that asks for a person's gender identity and sexual orientation.
- Continue revisions to policies and procedures related to harassment, discrimination and Title IX to promote access, transparency, and retaliation protections and encourage reporting
- Identify ways to support diverse faculty and staff
- Create and/or implement new policies to promote access, transparency, and retaliation protections and encourage reporting
  - Create Whistleblower Policy
  - Finalize and implement Bullying Policy

## What can you do...

- Enroll in trainings through our office. If you are the lead in an area, ask that your area complete the training.
  - Online modules for discrimination and harassment; sexual misconduct; search committee training
- Volunteer to be part of the Title IX advisory committee
- Enroll in safe space training to learn why things like pronouns matter
- Share/Report concerns in any of these areas