

# **Classified Staff Advisory Council**

## **Meeting Minutes for November 21, 2017**

Location: 162 Millet Hall

**Present:** Carol Alexander, Connie Bajek, Dawn Bunker, Cathy Dalton, Terry Day, Ryan Fullenkamp, Greg Patterson, Carly Porter, Becca Webb, and Sharon Wik

**Absent:** Ron Applegate, Diana Atkins, Lori Cope, Tom Fortener, and Suzanne Semones

### **I. Call to order/minutes – 9:11am meeting start**

Motion by Cathy Dalton to approve October minutes. Seconded by Dawn Bunker. All agreed and motion passed. Welcome back to Greg Patterson, who has been out ill for some time.

### **II. Old Business**

#### **a.) Staff Council notes**

1. Staff Council had two guests at last meeting. Walt Branson, CBO, answered questions that were submitted ahead of time. Was asked about the Director of Strategic Planning position. Everyone is upset about it, so now it appears to be on hold.
2. The President has elected to do an Open Forum, but will only ask pre-submitted questions. We suggest Staff Council receive all of the questions and distribute them so we know what she doesn't elect to answer (transparency!).
3. WSU is looking at cutting financial aid help (WSU recruitment funding, not scholarships) to students that would typically pick WSU because of location.
4. Second guest was Lyndsay Wight, Interim Director for the Office of Equity and Inclusion. She presented on the Bullying Policy, bringing in Matt Boaz (former Director) for additional insight, explanations. The biggest issue is needing proper handling. There is distrust of HR, so a training for enforcement, etc. from an outside source is desired. It's important that they aren't trained by their bosses. We need an appeals process, as the state requires the process to be started in HR. The Office of Equity and Inclusion cannot handle it, as they only have two staff members at present and aren't equipped to oversee it all.
5. Regarding finances: Parking permit costs were discussed. Branson did not know A permits were not available to everyone (used to be first come, first served, but now only offered to select group because "there is a level where people won't pay for them). Branson is also looking at university contracts like A.M. management (housing). Discovered we have a 25 year building lease, but a 50 year contract on the land. Chartwells and Xerox say they're losing money, so we may be able to get out of those contracts. Mini-U contract recently re-done to allow more income to WSU. Marketing is coming back to campus (to be placed in University Hall) from the building by WSRI (across from Hardees) to recoup the renting fee, allowing WSRI to lease to external tenants. Currently, Branson is in charge of Finances, Facilities, HR, Internal Audits, and the Police Department.
6. **Leadership Meeting** (formerly President's Cabinet): Ryan sent the formal vacation adjustment letter to Shari Mickey-Boggs four days before the meeting. Dr. Schrader, told Amanda and Ryan to bring it up at the meeting if they wanted to (Mickey-Boggs wasn't

there). Ryan and Amanda spoke about the vacation parity and Leadership had a lot of questions. Ryan discussed how no one knows why we are even here as an advisory committee, seeing as we are never heard. Many sent thank-you to Ryan and Amanda afterward and Gary Dickstein said there was a lot of positive reviews of their talks at Leadership meeting, though he's not sure how much change will result from it. Dr. Schrader announced the Wednesday, November 22<sup>nd</sup> fall leave as something to give as a thank you to staff.

### **b.) Committee reports**

#### **1. Finance Committee Meeting**

c.) Full report will be sent to CSAC members as soon as possible. Highlights were discussed: The committee agreed to have WSU join other OH universities in offering the Tuition Guarantee Program – a program where incoming freshmen will have their tuition charges frozen for four years. The next incoming class will have their four years of tuition frozen at the previous year's rate plus 6% and the 2-3% average inflation increase...and so on and so on. About 2,500 incoming freshmen and transfer students (undergrad only) to be affected. This will begin in Fall 2018, should the decree pass approval from the Chancellor of Ohio's Department of Higher Education. Becca was unaware that she could obtain the spreadsheets, etc. from the committee's website, so she didn't know if all of the numbers made sense. However, there was a separate set of numbers run in comparison to the average of financials over the past three years, showing we are still spending below normal trends, allowing us to catch up a little in terms of revenue kept. The biggest questionable number/transparency glare was when Doug Fecher asked if the cuts that have been made were even across the board in terms of faculty, UC-staff, and C-staff...as in how have these cuts impacted the mission. The response was that it was even across the boards (with faculty more through attrition, while reduction in positions for classified and unclassified staff). Numbers of each spouted were stated as all full time positions, Dr. Schrader announced the Wednesday, November 22<sup>nd</sup> fall leave as something to give as a thank you to staff.

### **d.) Committee reports**

#### **2. Finance Committee Meeting**

Full report will be sent to CSAC members as soon as possible. Highlights were discussed: The committee agreed to have WSU join other OH universities in offering the Tuition Guarantee Program – a program where incoming freshmen will have their tuition charges frozen for four years. The next incoming class will have their four years of tuition frozen at the previous year's rate plus 6% and the 2-3% average inflation increase...and so on and so on. About 2,500 incoming freshmen and transfer students (undergrad only) to be affected. This will begin in Fall 2018, should the decree pass approval from the Chancellor of Ohio's Department of Higher Education. Becca was unaware that she could obtain the spreadsheets, etc. from the committee's website, so she didn't know if all of the numbers made sense. However, there was a separate set of numbers run in comparison to the average of financials over the past three years, showing we are still spending below normal trends, allowing us to catch up a little in terms of revenue kept. The biggest questionable number/transparency glare was when Doug Fecher asked if the cuts that have been made were even across the board in terms of faculty, UC-staff, and C-staff...as in how have these cuts impacted the mission. The response was that it was even across the boards (with

faculty more through attrition, while reduction in positions for classified and unclassified staff). Numbers of each spouted were stated as all full time positions, but other sources told Becca that was inaccurate.

### **3. Academic Realignment Strategic Plan Committee Meeting**

The second meeting for this rollout committee was cancelled last Friday and rescheduled for this afternoon. Tom Sudkamp (Provost) is the chair, James Dunne (Faculty Senate President) and Steve Berberich (Associate Provost) are the vice-chairs. The broad purview of the plan is due January 18<sup>th</sup> and a full, detailed plan, is expected by the end of May, 2018, for suspected roll-out come summer. 1986 was the last review of academic organization, so it's due for a revamp. Will cost money, however, so must be done strategically. The first focus will be the interest of students and prospective students. The second will be faculty support and collaboration of disciplines. The third will be program synergy. The fourth focus will be community engagement and outreach – the need for different programs/majors for the community.

*10:18 – Carly Porter left the meeting. Carly will email Ryan updates from the dining services meeting.*

It sounds like Sudkamp will rarely be at the meetings. The first re-org is Nursing and Health & Human Services, as noted in the campus emails. Discussions of merging Education and maybe Crime & Justice with CoLA. Possibly create a STEM college? Next steps will be to create an online site for suggestions (Becca confirms that it's already been created, as she's already submitted a suggestion). The next step is Dr. Schrader's "Let's Talk Forum". There is a desire to work with local 2-year colleges for academic pathways and contracts – an emphasis on "we not me" focus. Meetings will be 1 ½ to 2 hours each.

### **4. Athletics Meeting**

Lots of acronyms, so the meeting was hard to follow. Half of the meeting was spent discussing the coming week's activities, which felt like a waste of time. There is worry that schools in the various leagues will cut us out if we lose another team. A school in California is considering joining the Horizon league, which would result in higher travel cost for our teams (currently all schools are within bus travel limits). Discussion about bringing the Athletic offices to main campus so students can stop by. They say they seat 5,000 people per game, but drop scan ticket use is merely 2,500-3,000 seats used. Discussion about hiring a booking manager for the Nutter Center instead of WSU oversight because promoters aren't gaining high-revenue contracts (partly because of their feelings surrounding loss of Jim Brown).

## **III. New Business**

a.) Talk at Leadership Meeting – see above (II.a.6)

b.) Board Finance notes – see above

c.) Dec carry in

Booked Foundation Board Room for next meeting, December 19<sup>th</sup>, at 9am. **Connie to send a sign-up sheet for carry in after Thanksgiving.** Ryan's last day before shoulder surgery is December 15<sup>th</sup> and he'll be out for 3 months, so he won't make that meeting. Carol is acting chair while he is out.

d.) Open discussion

Becca asked for a formal list of sub-committee responsibilities for incoming Board members so each committee can easily see what is required. She is on the Fundraising committee but isn't sure what she needs to do. Board advised that Fundraising is for the purchase of WSU throws. Will probably see orders for such coming in soon. Talk to Tom Fortner about this, as he will most likely get the orders. Julie Greenup is a great resource for this information, though advised not to overwhelm her, as her husband is ill.

**IV. Adjournment – 10:36am meeting end**

Respectfully submitted, Rebecca B. Webb

A handwritten signature in blue ink that reads "Rebecca B. Webb". The signature is fluid and cursive, with "Rebecca" on the top line and "B. Webb" on the bottom line.