

Unclassified Staff Advisory Council Meeting Summary  
Thursday, June 14, 2018  
Rathskeller 008 Student Union  
9:00-10:30 a.m.

**In attendance:**

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

**Others:** Jerry Hensley, Carol Rader, Bryan Martin, Katie Halberg, Lindsay Wight

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

Approval of minutes from May 10, 2018: Approved and posted <https://www.wright.edu/staff-councils/usac/meetings>

Guest Speakers - none

New Business:

- Election of 2019-2020 USAC Officer Positions – elected officers will serve as chair elect and secretary elect in 2018-2019 academic year beginning July 1, 2018.
  - Jennifer Attenweiler was elected for the chair position
  - Lindsay Wight was elected secretary
- Elections were held by paper ballot with Joanie Hendricks (secretary) and Maureen Barry (secretary elect) tallying the ballots. Joanie and Maureen verified that no USAC member submitted an Absentee ballot.
- Committee sign-up sheets were passed around for members to select which committees they wish to serve on in the 2018-19 academic year.
- Ryan Black shared that with Jeff Ulliman's retirement, there will be restructuring in the Budget office. Walt Branson will serve as the Chief Financial Officer with Tina Heigel serving as the Controller reporting directly to Mr. Branson. Two new positions are being created who will report to Tina – Assistant Controller; and Financial Operations Manager. These positions are currently going through Strategic Hire.
- Concerns about staff safety were discussed. The Nutter Center is down to only 3 full time staff and Environmental Health & Safety staff is down as well. Adam will take concerns to the Administration.

Committee Updates: USAC Subcommittees

- Bylaws and Charter –did not meet
- Communications and Marketing – **INACTIVE**
- Community Service/We Serve U –did not meet
- Compensation, Benefits, and Equity –did not meet
- Nominations / Fundraising – did not meet.

University Committees

- Academic Reorganization –did not meet
- Athletic Council –did not meet

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- Dining Services – did not meet
- Ohio Staff Council of Higher Education (OSCHE) – did not meet
- Parking Services **INACTIVE**
- Shared Governance – Jerry shared that the committee members have been selected (both USAC & CSAC are represented). The first meeting will be scheduled soon.
- Staff Appreciation Day – did not meet
- Staff Development Day – did not meet
- Sustainability **INACTIVE**
- Total Compensation Committee – did not meet
- University Diversity Advisory Council (UDAC) –did not meet
- Wellness and Recreation - **INACTIVE**
- WSU Bookstore –did not meet
- WSU Staff Council –
  - Dr. Berberich invited guest Shari Mickey-Boggs
  - In the recent budget presentation, Walt Branson stated that 40 additional positions will be eliminated. Staff Council members requested that staff be notified as soon as possible.
  - Unified Staff - CSAC hosted an open forum on 5/16; shared slides compiled by HR; and discussed potential changes to classified staff. CSAC reps stated that the majority of classified staff members present were opposed to the material presented. USAC supports vacation parity.  
Steve Berberich stated that with his departure, at the end of June, his position will not be filled by then and that his duties will be divided.
    - Bill Rickert will be working part time on faculty issues.
    - Shari Mickey-Boggs was asked to serve as the administrative liaison with Staff Council; however, Adam shared Staff Council's concerns with this arrangement and said that he will take these concerns to President Schrader.
  - Office relocations – Steve Berberich said that several office relocations were delayed due to austerity measures. These relocations are currently being completed. Council members shared concern of not knowing where departments/staff are located and that directories are not always current. Shari Mickey-Boggs said that it is up to the department heads and deans to communicate changes. Tom Fortner added that departments should update Mailroom and Shipping & Receiving when they move.
  - Dawn Banker shared concerns with Pre-College programs. Dawn said that several staff have reported that the supervision of the children is lacking – especially in the restrooms. Dr. Berberich said that he will take these safety concerns forward.

Schedule Reminders:

- WSU Staff Council – Thursday, July 12, 9 - 11 a.m., 267 University Hall
  - USAC Meeting – Thursday, July 19, 9:00 – 10:30 a.m., **162 Millet (COLA conference room)**
  - Staff Council Talk Back Lunch- Wednesday, Sept. 26, 11:30 – 1:00, Rathskeller (008 SU)
- Adjourn meeting 10:25 AM**

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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