

Unclassified Staff Advisory Council Meeting Summary
Thursday, April 12, 2018
Endeavor Room (156 B/C) Student Union
9:00-10:30 a.m.

In attendance:

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

Others: Jerry Hensley, Drew Corbett, Carol Rader, Misty Cox, Karen Strider-Iames, Monica Snow

Call meeting to order 9:03 AM

Approval of minutes from March 8, 2018: Approved and posted <https://www.wright.edu/staff-councils/usac/meetings>

Guest Speakers: Karen Strider-Iames and Monica Snow

- The new branding guidelines can be found online <https://www.wright.edu/marketing/brand>. Here you can find information about the official university's colors, social media, university logo, e-mail signature, the Brandbook, and more.
- The branding initiative was paid for with funds from the Foundation. No funds came from the university's operating budget.
- As resources permit, the Office of Marketing is working to create templates for flyers, brochures, posters, newsletters, etc.
- The Office of Marketing has lost 35% of their staff
- The Office of Marketing is now located on the second floor of University Hall
- The attached document shows the organizational chart for the Office of Marketing.

New Business:

- Provost search committee has selected candidates for further interviews. The committee is currently checking references. Candidates will be on-campus next week for interviews. Each candidates will meet with Staff Council.
- Amanda shared information from the Staff Council meeting:
 - Student Government members met with Staff Council. Student Government is working on text book affordability and a first year mentoring program.
 - Fall enrollment projections are 5 to 7% down
 - Staff Council will host the April Talk Back Luncheon and then take off the summer months. Talk Back Luncheon will resume in September.
 - Vacant positions that are currently in the cue are moving forward.
 - Beginning April 16th, there will only be 2 people working in Payroll Dept.

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- Jerry Hensley attended the Board of Trustees Finance Committee meeting and Ryan Black who attended a Business Officer's meeting shared:
 - The last push that took 66% of all department's remaining FY' 18 budgets got \$10,500,000. However, the funds proposed from departments have not all been verified. There is a concern that not all departments have the actual funds that they proposed.
 - The Board of Trustees has no faith in the university's accounting process
 - University budget needs to cut \$22 million for FY' 19 budget
 - Benefits cost are proposed to be increased
 - Jeff Uliman will be retiring June 30, 2018
 - Senate Bill 6 score is expected to be near 2
 - Board of Trustees questioned why austerity measures were no longer in place; why the university owns/leases 120 vehicles with 10,000 miles or less; why ProCard purchases total approx. \$1 million per month are still allowed; and why travel is still being approved
 - The Board of Trustees noted that there are no ramifications for those who overspend their budgets
 - All Budget Finance Officers will be reporting to Walt Branson by July 1st. There will be a Lead Business Manager for Academic Units and there will be a second Lead Business Manager for Business Units

Committee Updates: USAC Subcommittees

- Bylaws and Charter –did not meet
- Communications and Marketing – did not meet
- Community Service/We Serve U –did not meet
- Compensation, Benefits, and Equity –did not meet
- Nominations / Fundraising – elections run through April 20th.

University Committees

- Academic Reorganization –did not meet
- Athletic Council –
 - Men's basketball team made it to the NCAA tourney.
 - Men's basketball attendance was up this year by 7%. Attendance was highest of all teams in Horizon League.
 - Athletic Dept. is working hard to sell season ticket packages and obtain corporate sponsorships for next season
- Dining Services –
 - Late night breakfast is 4/19. Dining services is looking for volunteers to serve.
 - Catering business is down
- Ohio Staff Council of Higher Education (OSCHE) – did not meet
- Parking Services **INACTIVE**
- Staff Appreciation Day – did not meet

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- Staff Development Day –
 - Committee did not meet
 - Mandy is working on compiling the results of the Qualtrics survey
 - The budget was reduced by the university
- 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 – see above

Schedule Reminders:

- WSU Staff Council – Tuesday, May 8, 1:30-3:30 p.m., 267 University Hall
- USAC Meeting – Thursday, May 10, 9:00 – 10:30 a.m., 156 Student Union, Endeavor Room
- Staff Council Talk Back Lunch- Wednesday, April 25, 11:30 – 1:00, Rathskeller (008 SU)

Adjourn meeting 10:28 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