

# Classified Staff Advisory Council

## Meeting Minutes for November 19, 2019

Location: 162 Millett Hall

**Present:** Franchesca Alford, Connie Bajek, Cathy Dalton, Shelley Gravenstine, Mia Honaker, Liberty Leon, Lori Morris, Greg Patterson, Sheri Penwell, Carly Porter, and Becca Webb

**Absent:** Ron Applegate, April Haley, and Earl Thompson

### I. Approval of Minutes – 9:18am official meeting start

- Franchesca Alford motioned to approve October's minutes, Sheri Penwell seconded, all agreed, and motion passed.

### II. Old Business

#### a.) Staff Council Notes

##### 1. Staff Changes

- Staff Council had even attendance (3 USAC, 3 CSAC), Greg Sample, and Shari Mickey-Boggs. Sample was asked what to say to staff that were grumbling and saying they want to jump ship. His reply was that now WSU was at "one vision, one mission" with Sue Edwards at the helm and we are at a good place.

##### 2. Sue Edwards' new jobs

- Sue Edwards is not only taking over the presidency, but also the retention efforts and enrollment management

*9:21, Shelley Gravenstine arrived*

Sample feels like there is a good shift happening. We are down a lot of leadership, though, which feels concerning. Jeff Ullman is on contract as a consultant employee. It seems Sue will have much of what she's doing now still in place for a while until a new Provost is obtained. If recruitment and retention efforts fail, she'd take the blame. The development of workforce and community partnerships is a third priority after recruitment and retention

*9:25, Greg Patterson arrived*

- Sales and Marketing are Sue's job. Sample says we need to function more like a business, but we don't market ourselves as we should. There was discussion in CSAC's meeting about how we don't have visibility locally; other universities and colleges advertise everywhere, but we seem to take for granted that we are here in Dayton and expect people to know and want to attend. We need to have flyers at Fairborn High, etc.
- No mention of staff retention stemmed from the initial question to Sample.

*9:30, Mia Honaker arrived*

##### 3. Winter Leave

- Franchesca was not on the Staff Council's agenda to discuss Winter Leave, but asked to discuss it, as she wasn't there last month to make the proposal and felt it wasn't presented in the way it was intended. She asked for re-consideration of the current policy to account for the fact that it's been all-

hands-on-deck this year with the strike, etc. and a lack of award recognition opportunities. Shari said she'd take it up to the board and also informed everyone that it wouldn't save as much money as we think. Last year, we had two days of winter leave and this year we are asking for three. Shari included the framing of the fact that there will be no raises. Leadership Committee Meeting is tomorrow, so we should know by then. Perhaps the fact that we don't have a Fall Leave day the Wednesday before Thanksgiving will also help.

*\*After the meeting (11/26), staff was notified that we will be given three paid winter leave days this year (paid or prorated for all full-time and part-time staff).*

#### **b.) Leadership Committee Meeting**

- The main goal next academic year is recruitment and retention (of students AND staff). Spreading the Staff Development Day budget proposal was well received. The Leave Bank Policy was discussed and also well received (though leadership was surprised that it was so involved).

#### **c.) OSCE Meeting**

- There were 8 different schools represented at OSCE (OU couldn't attend). Most reported raises of 1% to 2.5%, but we were one of the few who had no increase in healthcare costs.
- There was a tour of Columbus State campus, including a new anatomage table.
- Kent State is forming a new Staff Council. One person said her pay grade is too high to be on the council, which provides us with suggestions of how to comprise our council to make sure it isn't led by admin. Kent State is doing a pay level cap and also the number of people one supervises makes a person also limited in serving. Additionally, if your subordinate wants to serve, you must step down and allow them to serve instead.
- Frank Wolz from CaTS (Unclassified staff) was at OSCE. It was nice to get to know him better.
- There was discussion about going to satellite campuses for meetings/visits and we want to do so by going to Lake Campus (which will also help us build a relationship with and support staff there).
- Columbus State just did an all-inclusive parental leave policy that allows adoptive parents, birth mothers, and birth fathers all to take 6 weeks of paid parental leave.

#### **d.) Committee Reports**

- Staff Development Day committee is just emailing currently. There is discussion of having a Donuts and Coffee appreciation event 12/19 in the Student Union lobby. There will be an open, come-and-go timeframe. Just waiting for a quote from Chartwells and to hear about donations, etc. They are also discussing the staff recognition powerpoint slide. Someone from CaTS is on that committee who can help.

#### **e.) Working with Dr. Edwards**

- Dr. Edwards will come to our Jan15th meeting to discuss how to help her in her new role as University president and update us on what is going on with the University (especially in regard to the administrative transition).

### III. New Business

#### a.) Talk Back Lunch Wednesday, November 20<sup>th</sup>

- The Talk Back Lunch will discuss the Staff Senate proposal. We hope for a productive discussion.

#### b.) Next Meeting

- The next CSAC meeting (December 17<sup>th</sup>) will be held in the WSU Foundation Building. There will be a Pot Luck, so everyone is asked to bring a dish (breakfast or otherwise) to share. **Becca will create a sign-up sheet to disseminate to the group.** We may want to take a picture of the new group. **Connie will look into getting a photographer for the meeting.**

### IV. Open Discussion

- Patrick Ammon has left the board and discussion ensued about whether we should reach out to the next designee. There is only one person left in the roster. Ron, Earl, and Greg leave at the end of the fiscal year because the Bargaining Unit members are no longer able to be a part of the team. Mia is also possibly moving to an Unclassified position soon if she changes from interim director to full director of LANA. Cathy Dalton motioned that we not replace Patrick's position at the moment, as new members will need to be elected soon anyway and only one nominee is left on the ballot. Lori Morris seconded, all were in favor, and the motion passed.
- We sold one throw to Fran Keeley. We may want to market them to sell more...especially with the holidays approaching. **Becca will email Shelley a picture of the throws so Shelley can send marketing emails to faculty and staff.**
- We have a Foundation Account, WSU Account, and a Throw Revenue Account. Discussed using some funds for an after-hours "party" in January.
- Spring Break for Staff (like the Staff Appreciation week during the Strike) sounds like a nice project for the morale committee to consider.
- The Teamsters hear back from their president regarding negotiations with WSU, but at the last vote, it was most likely that the Teamsters would reject the Fact-Finder's report
  - \*after the meeting (12/13), it was confirmed that the Teamsters did "overwhelmingly reject" the report: <https://www.msn.com/en-us/news/us/teamsters-overwhelmingly-reject-wsu-fact-finders-report/ar-AAK3Cwv>.
- **Carly will email the board HR's response to our inquiry about how many WSU employees would be affected if we followed suit with the Ohio State University's enactment of a \$15.00 an hour minimum wage.**
  - \*after the meeting (that afternoon), Carly shared that 42 unionized employees, 41 classified employees, 35 unclassified employees, and 171 BSOM Simulated/Teaching Assistants (also Unclassified but felt they should be called out specifically) would be affected.

V. **Reminder of Upcoming Events**

- November 20, 2019           Talk Back Lunch (11:30 – 1:00)
- December 12, 2019       Staff Council Meeting (267 University Hall, 9:00 – 11:00)
- December 17, 2019       **CSAC Meeting** (WSU Foundation Board Room: 3070 Presidential Drive, 9:10 – 11:00)

VI. **Adjournment** – The meeting adjourned at 10:38am with a motion from Cathy Dalton and a second from Becca Webb.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Rebecca B. Webb".

Rebecca B. Webb, CSAC Secretary