

Classified Staff Advisory Council

Meeting Minutes for June 19, 2018

Location: 162 Millet Hall

Present: Patrick Ammon, Franchesca Alford, Ron Applegate, Connie Bajek, Dawn Banker, Lori Cope, Cathy Dalton, Jenny Daws, Tom Fortener, Pam Kiernan, Greg Patterson, Sheri Penwell, Carly Porter, Suzanne Semones, Becca Webb, and Sharon Wik

Absent: Ryan Fullenkamp

I. Welcome/Farewell/Share Good News – 9:19am meeting start

Members introduced themselves and shared good news in their personal lives and within their departments, including: weddings, vacations, awards, job happenings, and other joys. We said **hello to Patrick Ammon, Jenny Daws, and Pam Kiernan**. We also said **thank you to Sharon Wik** for all of her work on CSAC, as she will be stepping down after today. Though he was unable to be with us, **we also say thank you and goodbye to Ryan Fullenkamp**, as he is stepping down as well.

II. Old Business

a.) Staff Council Notes

As a note to our new members, Staff Council is a mixture of 5 members of USAC and 5 members (the 3 officers and 2 others) of CSAC who meet to discuss joint staff concerns, etc.

1. **Letter to President**

- USAC and CSAC asked Dr. Schrader to reconsider housing Staff Council under HR while waiting for the new Provost to arrive. We propose to report directly to the Provost, Associate Provost (should the position remain), or CBO. She responded immediately and said she will talk to leadership about this. USAC is especially concerned, as their bylaws specifically state they must have a direct line to the Associate Provost or the University President. **CSAC will consider revising its bylaws to reflect similar reporting chains to remove barriers to the effectiveness of the board.**
- We asked Dr. Schrader to attend Staff Council's July meeting, but she is unavailable. **We will ask the President to attend our December meeting**, as we've always invited the Presidents to do so.
- The letter requested a staff Ombudsman separate from the students. Currently, Shannon Norton is the Ombudsman for students and staff.

2. **Other Things of Note**

- Budget list/layoffs not sent to HR or legal, yet.
- New staff council meeting times/days to accommodate USAC
9:45am Franchesca arrived.
- Jerry Hensley will be contacting Becca and Carly about steps moving forward for Shared Governance (faculty council and the union currently run negotiations and we would hope to have a more consistence voice in how things are run, vs. a mere advisory role with administration, should we have Shared Governance).

- HR has invited Dawn and Adam (USAC) to review proposals for healthcare contracts with them.

3. Unified Staff

- After the meeting with classified staff, Dawn received many responses and most were negative/against unification.
- There would still be a need for two staff councils: hourly and salaried.

III. New Business

a.) Staff Council Lineup for FY19

Dawn Banker (Chair), Connie Bajek (Chair-elect), Carly Porter, Ron Applegate, and Suzanne Semones will be CSAC representatives on Staff Council for FY19.

b.) Committees for FY19

- Bookstore = Cathy Dalton
- Athletics = Greg Patterson (and Tom Fortener if two representatives are still needed)
- University Diversity Advisory Committee (UDAC) = Becca Webb
- Dining = Carly Porter
- Finance = Connie Bajek

c.) Need a volunteer to take over Throw Marketing/Sales

Jenny cautiously volunteers to take over the storage, marketing, and sales of WSU throws for CSAC. She just needs to clear the storage space question with her boss.

d.) Our goals for FY 19

- Push shared governance drive so that our voices are more clearly heard.
- Get non-CSAC volunteers involved with our events and things (like the A-Team and the brown bag meetings).
- Restart the A-Team events. Franchesca is still willing to be involved with this, but Connie has to bow out. When Franchesca asked two months ago, Shannon Norton said we needed to wait until June to get this started, but there has been no word, yet. **We will add A-Team discussion to our agenda next month.**
- Develop better communication with the classified staff. Disseminating information is important and keeping everything transparent, accessible, and available is key.

IV. Open Discussion

a.) Ongoing CSAC Concerns

- **Everyone is encouraged to speak up and speak out** because we are representing our peers/co-workers.
- We are told that doing shared vacation/sick leave or a leave pool is not plausible here due to Banner capabilities and understaffing in payroll.
- We have withdrawn from the quarterly meeting of SOCHE in Columbus, due to travel restrictions and financial restraints. **Connie will email and ask if we might receive better meeting notes/minutes, as we still want to be kept in the loop.**
- ChromeRiver training is happening on Tuesdays.

- Because AU posts their pie charts about budget priorities and the like, there is a suggestion that classified staff members post the graph of loss of staff, faculty, and administration due to cuts. Not all are in favor of this, but it is a suggestion.

b.) Staffing changes

Tina Heigel, WSU Comptroller, is leaving July 12th. Add that to Jeff Ulliman, CFO, leaving June 30th, and the Finance Department is going to be very shorthanded.

V. Vote on Minutes – *Lori Cope motioned we accept May minutes. Suzanne Semones seconded, all in favor and motion passed.*

VI. Adjournment – *With another thank you and farewell to Sharon (and a nod to Ryan, who could not be here), we ended the meeting at 10:48am (Cathy Dalton motioned, Ron Applegate seconded, all in favor and motion passed).*

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Rebecca B. Webb". The signature is fluid and cursive, with the first name being the most prominent.

Rebecca B. Webb, CSAC Secretary