**Executive Committee Minutes**

**October 14, ,2021**

**WebEx Virtual Meeting**

<https://wright.webex.com/wright/j.php?MTID=m7eb43a647e0f598b33cda36d346f81a1>

**Attendees: Michael Griest, Frank Wolz, Chris Blain, Carly Porter, Ciara Newsome, Connie Bajek, Mia Honaker, Stefanie Kohne, Becca Webb**

**Shari Mickey-Boggs was in attendance as our liaison for Old and New Business**

1. **New Business**
   1. Leadership Team Updates
      1. New Board Members attended for a Meet and Greet with leadership
         1. Dawn Conway
         2. Ricky Peters, National Trustee
         3. Brittany Whiteside, National Trustee
      2. Cabinet members will rotate spending a day at Lake Campus
      3. Enrollment was reported at 11,469, and higher than budgeted.
      4. The Ribbon Cutting for the new NPHC Memorial Plots was well attended by campus and community representatives.
         1. Received National coverage
      5. COVID
         1. Vaccination and Testing Clinic
            1. Run by Premier, soft opening this week
         2. 400 people have entered the sweepstakes
         3. Random Draw for COVID Testing
            1. 250 people weekly
            2. Will not include fully remote students and employees
      6. Searches
         1. Lake Campus Dean
            1. Changing to Vice Provost and Chief Administrative Officer
            2. Modified role
         2. Director of Public Safety
      7. New Appointments
         1. New Vice Provost of Faculty Affairs, Carol Loranger and faculty labor relations has transitioned to HR being overseen by Emily Hamman in her modified role as Deputy CHRO and University Labor Relations
         2. Shannon Norton, new director in Research, Director of Pre-Awards
         3. Kelli Tittle is temporarily fulfilling Title IX Coordinator role
      8. Capital Request Time
         1. Fixing pavers around campus a top priority
      9. Matthew Chaney
         1. New Institutional Climate Study
            1. Diversity Strategic Plan is top of mind
         2. Discussion
            1. This was done recently
            2. Concerns about cost
   2. Flu Shot Requirement
      1. Goal is to improve overall health
      2. Increased amount available for deposit to FSA and HSA
         1. $500
         2. Requirements to receive $500
            1. Flu Shot
            2. COVID vaccination
            3. Biometric Screening
            4. Health Risk Assessment
            5. Visit with Primary Care Physician
   3. Mail and Package Delivery
      1. Reported that FMS is putting together a new Business Model
      2. Working with union to have Custodial Staff work out-of-class to deliver mail on an interim basis.
2. Guest: Monica Mack: “Outsourcing FMLA”
   1. New vendor: UNUM
      1. Same vendor used for Short-Term & Long-Term Disability and Life Insurance
   2. FMLA claims will be submitted to UNUM, decision within 5 days.
   3. Intermittent Leave
      1. Work with Supervisor
         1. Absence recorded on timesheet/leave report
      2. Work with Unum
         1. Time Keeper
         2. Recording leave times
   4. Soft Roll-out began with HR still guiding process and to assess process
      1. FMLA submitted after September 20, 2021 are being submitted to UNUM
      2. Communication for community forthcoming
3. Executive Committee Only
   1. Campus Beautification Project
      1. Hope to have date by Full Senate meeting
      2. Michael will turn over to the Community Coalition Committee
   2. Parking Changes
      1. No sticker or pass
         1. Will be tied to license number
      2. Under the Department of Public Safety
      3. Fees
         1. $100/semester
         2. $225/year
         3. $475/year A Pass and Reserve Pass
         4. Temporary parking pass $10/week
         5. No Lake Campus information yet
      4. Starting January 1
   3. Talk Back Lunch
      1. Now called Open Forum
      2. November 3rd 4-5 pm
      3. Invite going out to entire campus
   4. Chris Taylor
      1. COVID Testing
      2. Random Selection for Testing
   5. Guests for October Meeting
      1. Matt Chaney
      2. Jennifer Attenweiler & Tonya Mathis
   6. Parliamentarian
      1. Need to elect a new Parliamentarian since Becca stepped down
      2. Nominees asked for at October Senate meeting
      3. Anonymous ballot via email
      4. New parliamentarian announced at November Senate meeting.
4. **Schedule Reminders**
   1. Staff Senate Meeting 10.21.2021 9AM WebEx & 125 Oelman Hall
   2. Open Forum 11.03.2021 4-5PM WebEx
   3. Executive Planning Meeting 11.04.2021 9AM WebEx
   4. Executive Meeting 11.08.2021 2PM WebEx
   5. Staff Senate Meeting 11.18.2021 9AM WebEx & 125 Oelman Hall