**Staff Senate Meeting Minutes**

**Thursday, October 21, 2021**

**9:00 a.m. – 11:00 a.m.**

**125 Oelman Hall**

<https://wright.webex.com/wright/j.php?MTID=mf9f2db7a68a26800fe96bd77004f90e9>

**Attendance:**

**Present:** Dawn Banker, Chris Blain, Carol Bussey, Nicole Carter, Eric Corbitt, Michael Griest, Jerry Hensley, Catherine Hernandez, Mia Honaker, Debbie Lamp, Jen McCamis, Ciara Newsome, Richard Perry, Debra Radford, Quatez Scott, Amanda Spencer, Chris Taylor

**Non-Voting Present:** Connie Bajek, Katie Halberg, Carly Porter, Becca Webb, Frank Wolz III.

**Absent:** Kurt Holden, Aaron Skira, Lora Sidor, Tom Webb

**Non-voting Absent:** Amanda Coffman

1. **Meeting called to order by Michael Griest at 9:06 a.m.**
2. **Guest Speaker: Matthew Chaney, VP of Inclusive Excellence**
3. From Michigan
4. Getting to know campus and meeting with all of the Deans.
5. Learning what needs to be done.
6. Door is always open.
7. Committed to making Wright State a better institution as related to Inclusive Excellence and supporting the students.
8. Creating a University-Wide Diversity Report.
   * 1. Annual Report
     2. Reporting diversity efforts across campus.
9. **Guest Speakers Tonya Mathis and Jennifer Attenweiler**
10. Racial Equity Task Force
11. Looking at the Staff Performance Appraisal Process
12. Would like to put together a working group to look at the Staff Performance Appraisals
    1. Ensuring Equity
    2. Looking for volunteers by November 1st.
       1. Dr. Carter volunteered to be part of the working group.
       2. Email Tonya or Jennifer to volunteer.
13. Shared the MOU developed by Faculty Senate as an example
14. **Old Business**
    1. Minutes from September 16, 2021 Staff Senate Meeting

**Approved by:** Dawn Banker, Chris Blain, Carol Bussey, Nicole Carter, Eric Corbitt, Michael Griest, Jerry Hensley, Catherine Hernandez, Mia Honaker, Debbie Lamp, Ciara Newsome, Richard Perry, Debra Radford, Quatez Scott, Amanda Spencer, Chris Taylor.

**Abstained:** Jen McCamis.

Motion carried, Minutes approved.

* 1. Campus Beautification
     1. Wright State Community showing interest
        1. Faculty Senate
        2. Student Government
     2. Campus Clean-up Day
        1. Tentative Date November 3rd.
        2. Weeding and picking up trash
           1. No chemicals or sharp objects
        3. Survey to sign up
           1. Community Coalition Committee to help with roll out
     3. Mail Room Package Delivery
        1. Possible Amazon Locker
        2. No plans to improve mail delivery yet
        3. Possibility for Custodians to work out-of-class to deliver mail on an interim basis.
        4. This will be an ongoing discussion.

1. **New Business**
   1. Chris Taylor
      1. COVID Testing
         1. Vaccinated and un-vaccinated
      2. Partnering with Premier Health
         1. Funded by Higher Education Relief Funds and FEMA funds
      3. COVID Testing Center Open
         * 1. Vaccinations and Pfizer Boosters available as well.
           2. Open Tuesday – Thursday
           3. Home tests also available
   2. No testing Thanksgiving Week or Finals week.
   3. Is this an alternative to Vaccine Mandate?
      1. Part of measures to keep campus as safe as possible
   4. What if testing is refused?
      1. Initial Email on Friday
      2. If no response, final email sent on Monday
      3. If still no response by end of week another email is sent to pick up a home test
      4. If still no response
         1. Students reported to student conduct office for progressive discipline
         2. Faculty and Staff (including Bargaining-Unit employees) reported to HR for progressive discipline.
   5. Biden Administration Vaccination mandate
      1. OSHA guidelines in Draft and will be released soon
   6. Wright State as a Federal Contractor
      1. Will this influence vaccination mandate at Wright State?
         1. Waiting for OSHA guidelines and General Council interpretation.
   7. President’s Report
      1. Call out for Volunteer for the President’s award for Excellence Committee
         1. Dan Perry and Debbie Lamp, Unclassified Volunteers
         2. Carol Bussey, Classified Volunteer
      2. Wright State Cabinet Members
         1. Visiting Lake Campus on a weekly basis
      3. Enrollment higher than Budgeted
         1. 11,469
         2. Good News
      4. The Ribbon Cutting for the new NPHC Memorial Plots was well attended by campus and community representatives.
         1. Received National coverage
      5. Searches
         1. Lake Campus Dean
            1. Changing to Vice Provost and Chief Administrative Officer
            2. Modified role
         2. Director of Public Safety
         3. Provost
      6. New Appointments
         1. New Vice Provost of Faculty Affairs, Carol Loranger
         2. Faculty labor relations has transitioned to HR being overseen by Emily Hamman in her modified role as Deputy CHRO and University Labor Relations
         3. Shannon Norton, new director in Research, Director of Pre-Awards
         4. Kelli Tittle is temporarily fulfilling Title IX Coordinator role
      7. Capital Funding Request Time
         1. Fixing pavers around campus a top priority
      8. New Parliamentarian Needed
         1. Nominee
            1. Debbie Lamp
         2. Ballots sent before next meeting
         3. Stipend available
   8. Parking Changes
      1. No sticker or hang tag.
         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
   9. Flu Shot Requirement for Wellness Initiative
      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
   10. 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
       5. Staff Senate Open Forum
          1. November 3rd 4-5 p.m.
          2. Invite going out to entire campus
2. **Open Commentary**
   * 1. Encourage Student participation in Athletic Survey
        1. Sent out Monday at 3:15.
3. **Meeting Adjourned at 10:05 a.m.**
   * 1. Motion: Debbie Lamp
     2. Second: Jen McCamis
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