

Executive Committee & Admin Agenda
October 10, 2024
9:00-10:30
UH 267
Meeting link:
<https://wright.webex.com/meet/seth.gordon>

I. New Business

1. Leadership Updates
2. New Timesheet updates
3. International Recruitment – any changes or updates
4. Student Employment
 - Is there an update on new processes?
 - Is there an audit in progress?
5. Compensation study – Is there one being planned?
6. Holiday plans

II. Old Business

1. People Admin – updates about plans and changes
2. Front desk coverage initiative
3. Office Changes and upcoming construction projects across campus

III. Executive Committee

1. Staff Senate EC – Committees
 1. Seth to meet with Committee Chairs
2. Faculty Senate Meeting coverage – Sarah Cicora for Nov 18, 2:30p-5p, Endeavor Room
3. Raidersgiving – Wed., Nov. 27, 12p-2p, Apollo Room and nearby spaces
 - Volunteer sig up going out soon
4. Stars & Stripes Basketball Game – send reminder to staff list
5. Fundraising – follow up with Betsie Turner about options for Spring 2025 graduation
6. Vending machine and food service updates
 - ReyRey Cafe staying in Rike Hall
 - Library coffee shop – Dunbar Cafe (we proudly serve Starbucks) - opening this week
 - Pepsi taking over vending machines
 - Snack vending in the works – hopefully January
 - Waiver requirements – need clarification; Courtney Laukitis
7. Speakers for Year:
 - November (In-person, SU 019) - Nova Lasky, Director, Organizational Planning & Project Management

1. Confirm virtual attendance capability
2. Confirm A/V for speaker slides
- December - Dr. Sue Edwards (virtual)
 1. Week of Nov 12-15 email will go out about how to ask questions
 2. Send to inbox or Seth
 3. Send questions to Dr. Edwards Mon, 12/9
 4. Review the questions that come in among exec group; approx. 5 questions total
- January -
8. Staff Symposium – planning for January, approx. 90-120 minutes event; explore multiple during the year

IV. Schedule Reminders

1. Staff Senate EC Meeting	Nov 14	9:00am
2. Staff Senate Meeting – In-person	Nov 21	9:00am
3. Staff Senate EC Meeting	Dec 5	9:00am
4. Staff Senate EC Meeting	Dec 12	9:00am
5. Staff Senate Meeting – Virtual	Dec 19	9:00am
6. Staff Senate EC Meeting	Jan 2	9:00am
7. Staff Senate EC Meeting	Jan 9	9:00am
8. Staff Senate Meeting – Virtual	Jan 23	9:00am
9. Staff Senate Talkback (SU 010)	Jan 23	12p-1p