

Executive Committee & Admin Minutes

December 12, 2024

9:00-10:30

UH 267

Meeting link:

<https://wright.webex.com/meet/seth.gordon>

I. New Business

1. Leadership Updates

- Healthcare open enrollment – following up with the last few people that have not completed their selections or will be charged; contact Monica Mack, monica.mack@wright.edu, if missed deadline for instructions (will be charged)
 - 1. Good feedback about open help sessions and FAQ sessions being helpful
 - 2. Spousal change smoother than expected – able to work with employees that needed help navigating changes
 - 3. Final numbers still being processed
 - 4. Penalty fees will continue to increase to cause behavior change (HMI, tobacco, etc.)
 - New BSOM Dean Chief Academic Officer for Premier hire made and will begin soon
 - New Civic Center (Center for Civics, Culture and Workforce Development) – discussed at Nov. Faculty Senate meeting; formation discussed, military focused to engage base
 - Board Meeting today and tomorrow
 - University closing on Dec 23 with pay – email coming out later today, secondary communication with details and instructions coming out, requested vacation can be revoked
- #### **2. New Timesheet/Leave Report updates – still being worked on, pushed back to February 1st for release; no changes for January; trainings will be available**
- #### **3. Winter Leave Instructions - no changes; reminder will be included in Dec 23 information email**
- #### **4. Dr. Edwards questions for December Staff Senate meeting**
- HR business partners working with college/department managers to address staff duties and structures as needed
 - Some questions may be deferred to Provost or others for future answering

II. Old Business

- 1. People Admin – no updates about plans and changes
- 2. Front desk coverage initiative – no more about this

3. Office Changes and upcoming construction projects across campus – no new updates

III. Executive Committee

1. Speakers for Year:
 - Review Jan-May guest speakers
2. Staff Symposium - no new updates
3. Staff Senate blog updates – control transferred to current senators
4. Executive Committee Meeting on Jan 2 – meeting cancelled

IV. Schedule Reminders

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|---------------------------------------|------------------|-------------------|
| 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 16 | 9:00am |
| 9. Staff Senate Talkback (SU 010) | Jan 23 | 12p-1p |