

Staff Senate Meeting Agenda
November 20, 2025
9:00-10:30
Online Meeting Only

1. New Business

- a. Guest Speaker – President, Dr. Sue Edwards
 - i. Questions provided to Sue ahead of time.
- b. Leadership Updates
 - i. Emily's Report
 - 1. Open Enrollment is due Nov. 14
 - 2. Announcement: Winter leave will be fully paid and permanent. The university will be closed.
 - 3. Business partners will work with managers to identify and support to essential employees who work during the winter break.
 - 4. Winter break starts the business day before Christmas day. University will be closed business day before the Christmas holiday (Dec. 25) through January 1.
 - a. 2025, 2030, 2035: We will also be closed January 2
 - 5. Information is available on HR website, in the policy and email went out at 10:30am 11/13/25
 - 6. Winter break policy 8440
 - ii. Campus engagement fee
 - 1. No additional update, HR is always reviewing everything. Working on how we advertise all our benefits. Employees who pay the fee and have questions, please call HR. The fee is not a 1 to 1 like the Student Legal fee. It is different.
 - iii. Question asked to Emily from Staff Senate: Internal promotion –what is the basis for this policy
 - 1. This is the baseline. Can expect to get a 5% or the minimum, then HR reviews other components of the salary and experiences.
 - 2. No compensation studies are in the works, but they are constantly looking at positions and units.
 - 3. Two compensation people with three business partners make up the team who look at the compensation practices.
 - 4. Business partners support the units and provide coaching to the manager to help their personnel and team.
 - iv. HMI update
 - 1. 999 complete biometric screening. 109 did not complete.
 - 2. Aggregate data is available on HMI website.
 - 3. \$150/month fee for those who don't complete the HMI requirement. Going up to \$160/month effective Jan. 2026.

- a. Current open enrollment warns employees that if you don't complete the HMI requirement that you will be charged \$150 in 2026. If you don't complete the HMI requirement by Aug 31, 2026 you will be charged \$160 in 2027.
 - v. Staff development survey results
 - 1. Overall very happy with experience
 - 2. Feedback: more professional topics, food challenges.
 - vi. Benefits and wellness Fair feedback
 - 1. 35 participating vendors. 350+ employees attended.
 - 2. Hardship: \$170 in cash contributions. \$2808 total in the fund
 - 3. Considering holding fair annually or bi-annually.
 - vii. Coursera analytics, are employees using the service?
 - 1. Initiative for students as primary. Employees have access because of the W#.
 - 2. Some of the courses you are getting certificates and micro-credentials.
 - viii. Limitations on classes staff can teach
 - 1. Is there an exception procedure if someone wants to teach more?
 - a. Faculty IT committee – Policy 8150.3 maximum assignments.
 - b. Head it up your chain of command if you need an exception.
 - ix. Employee hardship fund
 - 1. Fundraising ideas
 - a. Chipotle, Canes, Texas Roadhouse
 - b. Round up at the bookstore
 - c. Donation from Kroger Plus, Meijer rewards
 - 2. Trends have been up as people have heard about the fund. Michelle Van Huss and Betsie Turner are on the committee. Committee members are identified on the website.
 - 3. Staff Senate Exec. Committee to share the fundraising ideas with the Hardship Fund Committee so that the fundraising ideas come out of the group. Faculty and Staff both use the funds.
- c. Staff Senate – remembrance of former Senator Connie Bajek
 - i. Sent out a message to the staff because funeral service will take place prior to the Staff Senate meeting.
- d. Staff Senate Committee Updates
 - i. Goals and Action steps (due Nov. 20)
 - ii. Door decorating details to be sent out ahead of meeting
 - 1. First submission date is December 5

2. Old Business

- a. Staff Survey – List of appreciation opportunities for Wright State Employees
 - i. Staff and Faculty cookout
 - ii. Coffee and Connections
 - iii. Winter Breakfast
 - iv. Staff and Faculty appreciation basketball game (current event)
 - 1. Has there been a decision on an engagement opportunity for this year?
 - v. Swag giveaway

3. Executive Committee

- a. Speakers Schedule
 - i. Nov. 20: President Sue Edwards
 - ii. Dec 18: Jason Anderson and Nick Christian
 - iii. Jan: Laura Luehrmann (tentative)
 - iv. Feb:
 - v. March:
 - vi. Apr: President Sue Edwards
 - vii. May: Greg Sample and Javan Conley

4. Schedule Reminders

- a. Staff Senate Executive meetings – Dec. 4
- b. Staff Senate Meetings – Dec. 18