

Professional Staff Advisory Committee Meeting Minutes

Monday, November 18, 2024

In Person Leigh Hall 214 & virtual

In Person present: Scott Campbell, Helen Dauka, Sarah Hoge, Erin Liggett, Nate Meeker, Jeanette Montgomery, Melissa Olson, Kim Proctor, Dan Reichert, Scott Roberts, Tiffany Schimdt, Marc Smith, Sonya Wagner

Virtually present: Dale Adams, Eric Veigel, Kelly Bialek

Absent: Mary Rossett, Caroline Tuesday

1. Call to Order
 - a. Melissa Olson, chair, opened the meeting at 3:32pm
2. Approval of Agenda
 - a. (Motion) Tiffany Schmidt (Second) Nate Meeker
3. Approval of October Minutes
 - a. (Motion) Sonya Wagner (Second) Nate Meeker
4. Chair Updates- Melissa- UC Committee updates- Going through the website and continuing to find old, outdated links. Emailing those who are affected by these updates and the info that is being removed/updated.
5. Vice-Chair Updates- Sonya- No new report.
6. Financial Report- Nate- We still do not have money.
7. UC Committee Updates
 - a. UC- (Nate Meeker) Met last week and there were 2 presentations: one from eSports and one from institutional research about student satisfaction. Also discussed FLSA issues.
 - b. Budget & Finance (Kelly Bialek)- Committee met 10/24. No report. Meeting again this week.
 - c. Campus Wellness (Erin Liggett)- No meeting this month because it conflicted with an admissions event. Roofit updates will be sent soon.
 - d. Communications- (Tiffany Schmidt) – Committee will meet once per semester, or as needed. Elected chair and other positions, and decided to reconvene in the spring.
 - e. Information Technology (Scott Roberts)- New mobile app and Teams will contain all of the information you need. Looking at other options other than BrightSpace. Canvas and other options will be explored. (But BrightSpace contract doesn't expire until 2028.) Classroom technology survey results not back yet.
 - f. Institutional Advancement (Mary Rossett)- Last Institutional advancement Meeting was a presentation by Nate Newhouse, Nov. 8 on fundraising and relationship building in the College of Health and Human Services.
 - g. Physical Environment (Melissa Olson)- Room reallocations are happening; Guzzetta studio space, 2 meditation space reallocations. Elevator projects are moving forward with those that are already working on other buildings. Still looking to finish Polsky/Knight project in 3 years. 4-5 buyers interested in Quaker Square.

- h. Student Engagement & Success (Eric Veigel)- Announcements went out for class registration and encourage faculty to use BrightSpace. Moving it through the Provost's office to make it strongly encouraged for faculty to use BrightSpace for a minimum of course syllabus and grades. YMCA partnership and child care discussion and how it's going well.
 - i. HR (Jeanette Montgomery)- Close to launching workday learning. Fair Labor Standards Act will begin to move forward with the next phase. (Although since our meeting it has been caught in court battles.) Set goals for Culture of well-being and mental health, Helping to Educate and engage campus on HR tools and programs, and having quarterly meetings for HR questions (2/11, 5/13, 8/5)
 - j. Social Committee- Athletic events (Dan speaking for Carrie) We are planning a few athletic events for staff to attend. Volleyball- 11/15, Football with Tailgate 11/26, Women's basketball 12/20 are all confirmed. For Spring 2025 we're looking at 2/5 at 6pm for Women's basketball, and will look into a baseball game, community service event, and painting with a twist. For summer we will plan a repeat of the Rubberducks event, Axe throwing, Top Golf, and/or Happy Hour/trivia night. Also thinking about a Hower House holiday tour in the future.
8. Other Updates
9. New Business
10. Comments and Announcements
- a. Tiffany- Rethinking Race week on campus. Keynote Montell Williams tonight.
 - b. Jeanette- Thankful for Roo at Wayne campus this week.
 - c. Kim- New course evaluation system is up! Sunday, 11/24 students will start receiving the new evaluations.
 - d. Scott- Kent football game tomorrow at Kent.
 - e. Our next meeting will be 12/16/24 (an unofficial brownbag goody share if you would like per S Roberts) and first meeting back in the spring will be 1/27/25 with President Nemer.
11. Adjournment
- a. Melissa Olson, Chair adjourned the meeting at 4:02pm
 - b. (Motion) Kim Proctor (second) Nate Meeker