



WEBER STATE UNIVERSITY

Staff Advisory Council

Staff Advisory Council Monthly Meeting

Tuesday, 7 November 2023

Miller Admin Boardroom | [Virtual Meeting](#)

2:00 to 4:00 p.m.

In attendance: Amanda Young, Shelly Belflower, Camille Gooch, Amy Buckway, Ray Ruiz, Katelyn Blanch, Helen Fink, Joan Gustafson, Darcy Gregg, Teresa Martinez, Betsy Mennell, Hailey Loken, Cheyenne McKeehan, Dustin Huntsman, Mark Gangwer, Belinda McElheny, Meagan Thunell

- Welcome – Amanda Young
- President's Council & Board of Trustees Updates – Amanda Young
 - PC - Proposed housing and meal rate increase of 5%
 - BOT- As part of the OGX transit project, Utah Transit Authority (UTA) acquired a land parcel adjacent to university property along Country Hills Drive. This parcel was the last remaining privately held property needed to connect the Dee Event Center to Ogden campus and enable the OGX transit route to proceed.
 - Betsy will check to see if this will be new OGX work
- VP Staff Meeting Updates – Betsy Mennell
 - Enrollment Celebration - anyone can attend Nov 13th 3-4:30 Shepherd Union Ballroom B \$10 will be added to faculty and staff Wildcat Cards
 - TownHall Nov 10th 3pm Zoom link
 - <https://weber.zoom.us/j/228380837#success>
 - Veterans Celebration Nov 7-11 many events happening
 - Dec. Holiday Schedule - Dec. 27-29 Bonus days - email was sent Oct 11th
 - Concur Trainings are happening now, register for the trainings, Starting Dec 1 WSU employees must use the new system for P-Card reconciliation
 - Weather Delay Information - if nothing is sent out employees should assume campuses are open, Weather Delay information is on the Academic Affairs website in the general resource section, HR website and in WSU index under W for weather, (click on Weather for campus closure updates)
- Faculty Senate – Amy Buckway
 - FS had a discussion with campus IT - they want a better relationship with IT
- HR Updates – Meagan Thunell
 - Retirement Fair - Tuesday, Nov 14th 9-3pm (HR website - for early, mid and retirement)
 - For more information visit https://weber.edu/HumanResources/Retirement_Fair.html

- If unable to attend, HR is working to get a PDF format or a handout of presentations
- Exit Survey progress - intentions to figure out how to capture individuals who are transferring to complete a survey like those leaving, making minor changes to the survey, and how to share the information
- Separation ePAR triggers the survey to go to all faculty and staff, can't force people to complete it
- Data Retention committee met with Meagan and reached out to faculty as well
- Subcommittees – Amanda Young
 - Advocacy - Shelly Belflower
 - Met in Oct and decided to delete forms in Google and will move to Qualtrics
 - Announcements will go out one week prior to sub-committee meetings
 - Bylaws - Aubrey Jenkins Lord
 - No updates
 - Communication - Darcy Gregg
 - No updates
 - Will figure out the schedule for sending out the agenda and the minutes
 - Data/Retention - Katelyn Blanch
 - The Data/Retention committee has continued the conversation with HR this month regarding exit survey data and is working to attain recent data.
 - Parking - Richard Badger
 - No updates
 - Policy - Marc Gangwer
 - No new policy revisions for October. No updates.
 - Recognition - Helen Fink
 - No updates
 - Social - Ray Ruiz
 - Will work on an event for December or January.
 - Presidential Outstanding Staff Awards (POSA) - Camille Gooch
 - The POSA committee met to go over the process and the deadlines. We will start to review the nominations at the beginning of November (the deadline to submit nominations is October 31).
 - President's Diversity Advisory Council - Marc Gangwer
 - When they met, good speakers came in and discussed inclusion & belonging at Weber
 - The Campus AI Strategy Committee - co-chaired by Nicola Corbin and Oliver Snow - SAC rep is Hailey Loken
 - First meeting Nov 30th

New EDI Subcommittee - Teresa Martinez will chair (send Teresa or Amanda a message to let them know you are interested in serving on the committee)

Will reach out to faculty EDI and align goals - need to add staff needs

Faculty have charges on website at

https://www.weber.edu/wsuiimages/facultysenate/Charges/23-24%20charges/EDI%20Charges%20September%2014%2C%202023.pdf?_gl=1*1ho1xf2*_ga*NjY3NzgwMjg4LjE2OTY1MzQ4MzE.*_ga_NBZY81HSZM*MTY5OTM4NzE4OC40My4xLjE2OTkzOTMyNDEuMC4wLjA.

If SAC members have things they want to share, maybe we could create a Google doc - this is being worked out, SAC wants to support EDI charges at WSU, should SAC develop their committee charges? Will discuss the topic again, maybe change the SAC Bylaws

- VP Meetings with SAC Reps - Amanda Young
 - Amanda will send out an email to SAC members, including who is the point person, to schedule the meeting yet this semester
- Advocacy Training (3 p.m.) - Paige Davies went through training
 - Shared a digital worksheet - In SAC Google Drive in Minutes for SAC Members
- Discussion - none
- Q&A

Next Meeting – Tuesday, 5 December 2023

Items listed in purple were added after the agenda was initially shared.