



ANNUAL REPORT

July 1, 2018, to June 30, 2019

OVERVIEW

This year USAC focused on three main goals. The **first** was to support campus-wide initiatives by providing a transparent platform to help staff understand the purpose and goals of projects and/or new programs being implemented on campus. The **second** was to continue to build staff/faculty relations by providing multiple venues for faculty and staff to gather. The **third** was to perform an administrative review of Council operations. Within this report, we believe you will find that we have certainly achieved the goals that we set for this year's Council.

MAJOR ACCOMPLISHMENTS

Representation Model Review and Enhancements

The USAC Elections Committee spent much of the year evaluating the representation model. At our January 2019 meeting, Council approved by majority vote to shift to an At-large model for school staff, with four school staff seats, with no more than one representative for each school at a time. This change increases the total Council membership from 21 to 22 members. At the same meeting, we also approved by majority vote to split the Advancement and Communication seats from two At-large members to one member per division per term.

Spider Staff Forum

On February 19, 2019, USAC sponsored the Spider Staff Forum. The Forum featured President Dr. Ronald A. Crutcher; Executive Vice President and Chief Operating Officer, David Hale; and Vice President and Director of Athletics, John Hardt, who provided updates and insights on University business and initiatives. The event was hugely successful with more than 200 staff members in attendance. The focus of the event was to provide an opportunity for staff to communicate with senior-level administrators and gain a better understanding of the role staff play in the success of the University. Thoughtful questions were posed to the President's Cabinet and responses provided allowed staff to have a stronger understanding surrounding issues such as of benefits and resource allocation. A reception, including an ice cream sundae bar, brownies, and hot chocolate followed, allowing a chance for staff to engage socially.

Continuation of Our Relationship with the Faculty Senate

USAC re-appointed Shannon Best to serve as the faculty liaison, along with Rosanne Ibanez in a shadowing role in order to allow for a smooth transition. Roseanne is slated to serve as faculty liaison in 2019–20. In this role, they attend Faculty Senate meetings and provide updates to USAC regarding relevant topics and discussions amongst our colleagues. The

Faculty Senate appointed, for a one-year term, Todd Lookingbill, Associate Professor of Geography, The Environment and Biology, to serve as their liaison to USAC.

At the May Council meeting, professors Todd Lookingbill and Jane Berry presented “A Day in the Life of a Faculty Member”. This presentation afforded our members an opportunity to hear firsthand about the responsibilities that faculty members have beyond teaching in the classroom. It also allowed USAC members to ask questions and gain an even greater understanding of the day-to-day job of a faculty member. In fall 2019, USAC will reciprocate and select staff members to attend a Faculty Senate meeting to give a snapshot of “A Day in the Life of a Staff Member”.

Both Council and Senate have commented about how they have found these reciprocal roles to be very beneficial for the University.

Hosted the Second Annual Faculty-Staff Mixer

On April 22, 2019, USAC hosted its second annual mixer open to all faculty and staff. Over 120 individuals registered (19 faculty and 101 staff). While some registered individuals had scheduling conflicts, and were unable to attend, others that had not registered did attend. Nearly 70 colleagues (8 faculty and 59 staff) embraced the opportunity to engage over food and drinks. The weather was sunny and spring-like, for those who visited the box seats, and the food was perfect.

USAC was honored to have in attendance Drs. Ronald A. and Betty N. Crutcher, Dave Hale, Jeff Legro, and Carl Sorensen, who all serve important roles to USAC during the year, as well as other various Cabinet members and senior leadership members of the University community.

First USAC/Faculty Senate Mixer

On October 3, 2018, Drs. Ronald A. and Betty N. Crutcher hosted the first USAC/Faculty Senate Mixer at their home. Attendees from Council and Senate were graciously welcomed into the Crutchers’ home where we mingled and got to know each other better on a professional landscape.

Parenting Series with URWell and Human Resources

One of the projects that the Vice-chair and the Workplace Environment Committee took on was tracking themes within the web submissions. After noting that there were a high number of submissions around parenting and dependent resources, the Vice-chair created a proposal for a parenting resource series that was shared with Heather Sadowski and Laura Dietrick. The series was designed to mirror some of the other successful programming that URWell and HR had already established. The goal was to highlight benefits that the University does offer to parents as well as bring employees together so that they can learn from one another. The Parenting Series was launched in February and three different programs were held during the spring semester.

Web Submission Process/Requirements

The purpose of web submissions is to collect and share campus compliments, engage with thoughtful suggestions, and seek answers to professional questions.

This academic year, USAC has received numerous web submissions that are either Human Resources related, submitted anonymously, inappropriate to the point of slander, or are submitted falsely (e.g., submitting using another staff member's name). Additionally we have received spam from off-campus entities.

While we recognize this is one of the only anonymous forums available to staff, we felt there were some tweaks to be made to the process. USAC discussed ways to change the submission process that would provide the opportunity to have an open dialogue with the submitter, while also maintaining anonymity when presenting submitted web submissions to Council or University leadership.

A subcommittee, that included the Workplace Environment Committee, was formed. This committee of 11 reviewed the current process and discussed numerous options. At the May Council meeting, it was proposed to require authentication prior to submitting a web submission to protect the integrity of the submission process. Those submitting a suggestion, question, or compliment to USAC will be asked to provide their net ID and password to access the submission form. Council approved this proposal, and this change was implemented on June 1.

Enhancements to USAC Functions

- Augmented the Volunteer and Engagement Coordinator role from a single person to a team of two coordinators.
- Moved Executive Committee nominations and elections periods ahead by one month to allow additional time to more fully and effectively transition the incoming Committee.
- Executive Committee elections were moved from a paper ballot to the same online voting platform that has been used since 2012 for Council elections.
- The freestanding Elections Procedures Document was updated to reflect current practices and nomenclature.
- A web submission inventory was completed. Continuing the work of last year's Council, we began the year with 10 open web submissions. This year we were able to resolve nine of those from last year.

ADDITIONAL HIGHLIGHTS

Nomination Requests

USAC provided names for consideration to participate on the following Committees.

Subcommittees of the President's Advisory Committee on Making Excellence Inclusive

The following staff were selected:

- Faculty and Staff Development Committee – Josh Wroniewicz, Dining Services
- Student Support Services Committee – Laura Thompson, Robins School Dean's Office
- Thriving and Inclusion Metrics and Evaluation Committee – Amanda Salaza, Grants Accounting

Sexual Misconduct Prevention and Response Coordinating Committee

The following staff were selected:

- Beth Simonds, University Police
- Stacy Price, School of Law
- Zara Sibtain, Westhampton College
- Lindsay Pritchard, Residential Life

Benefits Committee

In July 2018, USAC provided a list of staff members interested in serving on the Benefits Committee to Human Resources. Joe Wolff and Eric Preston were selected.

In March 2019, in advance of this Council's term ending in June 2019, USAC provided a list of staff members interested in serving on the Benefits Committee to Human Resources. Kristen Ball was selected.

Spiders in the Know

The fourth annual event, hosted by the President's Office and organized by HR and the Events Office, was held on May 23. USAC was invited to participate again this year with our Chair, Wendy Burchard, providing an introduction and Council soliciting feedback following the event. Due to some research by Wendy, staff found out some interesting and fun facts about Dr. Crutcher, including that his bowtie collection is now at over 200 ties.

MEETINGS

The format of USAC meetings remained very similar to years past. The icebreaker question of the month, that was incorporated in the 2017–18 term, was continued to provide an opportunity for all members of Council to participate in discussions at each meeting.

We had the following guest speakers:

- July 2018: Laura Dietrick – HR Career Framework Project
- August 2018: Bernadette Costello – HR Performance Management Project
- August 2018: Natalia Green – Transportation/GRTC

- September 2018: Lori Schuyler – UR Better Process Improvement Initiative
- September 2018: Sarah Busching – Career Website Focus Group
- October 2018: Keith McIntosh – Dual Authentication
- November 2018: Shannon Sinclair – Compliance Training
- December 2018: Tom Roberts – Well-being Initiative
- December 2018: Rob Andrejewski – Sustainability Strategic Plan
- January 2019: Kevin Creamer – Box Drive
- March 2019: David Leonard – Staff Volunteerism Proposal
- May 2019: Jane Berry and Todd Lookingbill – “A Day in the Life of a Faculty Member”
- May 2019: Planning & Priorities Nominee Statements

COMMITTEE REPORTS

Volunteer and Engagement Co-coordinators, submitted by Emily Martin

Emily Martin and Crystal Brown served as co-coordinators for 2018–19. Over the course of this year, USAC participated in the several University events to engage with staff across campus. USAC members staffed tables at Busch Gardens ticket pickup in July, the November Benefits Fairs, and the March Wellness Fair. At Winter Celebration, USAC members volunteered at the donations table, helping to sort and box the donations for delivery. These events were valuable opportunities to inform staff about USAC and its purpose. At the Wellness Fair, USAC members were able to encourage staff to be involved in the USAC election process through on-site nominations.

Additionally, 143 (as of June 1) new staff members were welcomed to the University by their USAC representative.

Faculty Liaison, submitted by Shannon Best

As faculty liaison, Shannon Best attended monthly Faculty Senate meetings and worked to strengthen the collegial bond between University of Richmond faculty and staff. Along with Todd Lookingbill, USAC’s Faculty Senate counterpart, Shannon reported back to USAC on agenda items that would be of interest to Council members, such as the faculty’s focus on freedom of expression this year. Additionally, Shannon worked to plan and coordinate the second annual Faculty-Staff Mixer. More than 120 people registered to attend this event, which was held on Monday, April 22. This event continues to be a highlight for faculty and staff and a wonderful opportunity to connect in a relaxed environment.

Communications, submitted by Nick Minnix

The following Council members served on the Communication Committee for 2018–19: Nick Minnix (chair), Lisa Bayard, Jason Cope, Rosanne Ibanez, Alison McCormick, and Mike Torquato. This Committee leads USAC’s communications to staff via email, our website, social media, and print. The Committee was successful at improving USAC’s communications and achieved all of the goals that were set at the beginning of the term, which included auditing the USAC website (usac.richmond.edu), improving outreach communication methods while also

looking at ways to incorporate the faculty-staff website (richmond.edu/faculty-staff), and purchasing USAC swag for the academic year.

A great example of our increased social activity was our 50 posts to the USAC Facebook page to promote campus events, activities, and announcements.

Workplace Environment, submitted by Meg Pevarski

The following Council members served on the Workplace Environment Committee (WEC) for 2018–19: Meg Pevarski (chair), Meriwether Gilmore, John Jacobs, and Rick Richardson. While the majority of the WEC’s focus and efforts were placed on responding and managing the web submission process, the Committee did spend a considerable amount of time trying to respond to submissions with sustainable change in partnership with functional areas and units across campus. Key examples of this were:

- Post receiving multiple web submissions regarding the University’s emailed response to inclement weather that left staff feeling like their safety wasn’t taken into consideration, USAC (via Wendy Burchard) worked in conjunction with Dave Hale, Executive Vice President and Chief Operating Officer, to provide a direct response via email to staff apologizing and clarifying the original message. Instead of including a response in the monthly web submissions and round-up, the Executive Committee was able to work with University leadership to address this in a direct and timely matter; hopefully clarifying for staff their position and importance here at the University.
- The WEC worked hard to track trends from a web submissions process and tried to work alongside departments or areas to offer solutions whenever possible to compliment the web submissions answers. When the WEC noticed that there were multiple web submissions focused on mounting frustrations regarding “parenting” benefits and resources, USAC (via Meg Pevarski) worked with Heather Sadowski and Laura Dietrick to create an ongoing parenting series. This series worked to highlight for employees what benefits and resources are actually available.
- With over 20 web submissions voicing frustrations regarding the loss of the SpiderBytes daily email digest, and requesting it’s return, the Executive Committee crafted a proposal for Communications regarding the re-instatement of the SpiderBytes daily email. This was yet another example of how we worked hard to respond in a solution-orientated fashion toward web submissions whenever possible.

One of the shifts that our Committee noticed this year was the tone and intention regarding the actual web submissions. In the past, submissions were often thoughtful, well researched, and with a very specific focus or request. This year a large number of submissions were simply complaints highlighting a growing morale issue within the staff population on campus. Additionally, we received several slander submissions, a falsely submitted submission, and spam. These submissions led our Committee to recommend requiring authentication of employees prior to accessing the web submission process. This proposal was passed by Council, and was implemented on June 1. It is our hope that by requiring the authentication process, web submissions will be able to continue to serve it’s intended purpose of thoughtful suggestions, sharing campus compliments, and seeking answers to professional questions.

It was an incredibly active year with a total of 59 web submissions (through June 1), with HR benefits, SpiderBytes, and transportation serving as the biggest topics for the year.

At this point, we close out the year with only these two unresolved web submissions that will carry over for the incoming Executive Committee.

- from 2017: internal promotion policy structure
- from June 2019: health plan covering more surgeries/procedures

Plant Involvement Team (PIT) Liaison, submitted by Michael Torquato

The Plant Involvement Team (PIT) consists of elected members of Facilities that serve as the voice of the various areas within the department. The representatives solicit questions, suggestions, and comments from the areas and bring the information to meetings for discussion and potential resolution. The PIT Liaison reviews notes from the meetings and shares relevant information with USAC.

In 2018–19, the PIT committee held 12 meetings to share ideas, concerns, and questions regarding both Facilities and the University community. While many topics were discussed, it seemed that most of the time was spent focused on the uniform policy, CPR training for Facilities staff, and construction projects on campus.

Not all PIT topics were shared with USAC because many are internal issues that don't have direct impact anyone outside of Facilities. It is expected that the PIT representative will continue to share pertinent information with the USAC committee during the upcoming year.

Foodservice Involvement Team (FIT) Liaisons, submitted by Lisa Bayard and Alison McCormick

The Foodservice Involvement Team (FIT) completed its second academic year.

The group attempts to meet monthly to discuss and share information across all foodservice locations. This year FIT met five times. There were representatives from Tyler's, Passport, Catering, Concessions, Lou's, ETC, UR Downtown, and Heilman Dining Center.

In the fall, co-chairs, Alison McCormick and Lisa Bayard, met with the facilities coordinator of the Physical Plant Involvement Team (PIT) to better define the purpose of FIT. They redesigned the group and meetings to focus on the communication efforts across the entire dining services department.

This year, FIT discussed the following:

- Employee access to computers
- Assisting employees with installing the email app on their phones
- Lighting issues and solutions near the dining hall entrance
- Crosswalk request from dining hall parking lot to side lot
- ESL (English as a Second Language) employee communication. How can English and non-English speaking employees communicate better? What does the University do to train and help with this issue?
- Fall tornado shelter in place (what took place; what could be done better)

Alison and Lisa implemented FIT bulletin boards at each dining service location with a colorful green background. This is where important FIT information is posted and announcements can be made to give employees a place to reference for upcoming meetings, current events, and past meeting minutes.

FIT does not meet over the summer months, but will resume in the fall. This year we feel that we have made great strides in becoming a holistic communication tool across the dining services department.

Elections, submitted by Dustin Engels

The following Council members served on the Elections Committee for 2018–19: Dustin Engels (chair), Chaz Coleman, Rhonda Lambert, Austin Leach, Travis Smith, and Melody Wilson. In addition to coordinating the nominations and elections of Council members, Executive Committee representatives for 2019–20, and one Planning & Priorities Committee vacancy opening in May 2019, the Committee also worked to review USAC’s divisional representative model and elections-related procedures and Bylaws to evaluate if any changes were needed.

The Committee put forth several recommendations that were approved by Council and are detailed below. Outside of monthly Council meetings, the Committee met 10 additional times from August 2018–May 2019 to discuss elections and Committee-related issues.

Council Nominations and Elections

The Committee coordinated elections for 12 open seats for the 2019–21 term. These 12 new representatives will join the Council on July 1, 2019.

Nominations

Open March 11–26, 2019. USAC received 100 nominations for eligible nominees.

seat	# nominees	# accepted	# declined	# no response
Athletics	4	1	3	0
Academic Affairs At-large	10	3	5	2
Academic Affairs School At-large (two seats)	5	2	2	1
Business Affairs At-large (two seats)	9	3	4	2
Communications	8	1	7	0
Dining	28	8	3	17
Enrollment Management	2	2	0	0
Facilities	14	6	4	4
Information Services	15	4	7	4
Student Development/Chaplaincy	5	2	2	1
TOTAL	100	32	37	31
%	-	32%	37%	31%

Elections

Open April 9–May 1, 2019. Elections were conducted through simplyvoting.com. There were 32 candidates for 12 seats.

seat	# electors	# voted	% turnout	elected member(s)
Academic Affairs At-large	69	53	77%	Jessica Washington
Academic Affairs School At-large (two seats)	101	51	50%	Michele Bedsaul & Jennifer O'Donnell
Athletics	97	35	36%	Mark Stanton
Business Affairs At-large (two seats)	115	59	51%	Ashelle Brown & Allison Johnson
Communications	24	20	83%	Joe Minick
Dining Services	192	73	38%	Richard Thomas
Enrollment Management	46	44	96%	Priscilla Greene
Facilities	200	133	67%	Paul Sandman
Information Services	70	54	77%	Beth Simms
Student Development/Chaplaincy	93	55	59%	Josh Jeffreys
TOTAL	1007	577	57%	

All elected representatives accepted their positions.

Council's Executive Committee Nominations and Elections

The Committee coordinated elections for three Executive Committee positions (Chair, Vice-chair, and Secretary/Treasurer) to lead Council 2019–20.

Nominations

Open January 16–February 28, 2019. Below are the counts of nominations per seat:

- 7 for Chair (2 accepted, 5 declined)
- 7 for Vice-chair (4 accepted, 3 declined)
- 7 for Secretary/Treasurer (2 accepted, 5 declined)

Elections

Candidates were given an opportunity to speak at the March USAC meeting to explain their interest in running. Following the meeting, the election was conducted online through simplyvoting.com, running from March 12–18, 2019.

After the first round of voting, there was a tie for Vice-chair, requiring a runoff election between the top two candidates. The runoff election was also conducted online through simplyvoting.com, running from March 20–24, 2019.

The following members were elected to the Executive Committee for the 2019–20 term:

- Chair: *Melody Wilson*
- Vice-chair: *Travis Smith*
- Secretary/Treasurer: *Rhonda Lambert Parson*

Planning and Priorities Committee (P&P) Nominations and Elections

The Committee coordinated elections for one open Planning and Priorities seat (representing Business Affairs) to serve a 2019–22 term. This new representative will begin on the P&P Committee in September 2019.

Nominations

Following the new P&P elections procedures for staff seats implemented in 2018, the Elections Committee solicited nominations from constituents via email. During the nomination period, from April 1–17, the Committee received 10 nominations. Of those, six nominees accepted their nominations and were asked to submit written responses to three questions:

1. Why do you want to serve on the P&P Committee?
2. What skills/knowledge will you bring to the P&P Committee?
3. Feel free to provide any additional information we should know about you or your desire to serve on the P&P Committee.

Upon the close of nominations, USAC's Secretary/Treasurer compiled the candidate statements and removed identifying information before providing them to the Elections

Committee for anonymous review. The Elections Committee met on April 25 to review the candidate statements and select five candidates to invite to speak at the May Council meeting.

Elections

Five candidates were invited to the May 14 Council meeting to introduce themselves and briefly share why they would like to serve on P&P. Following the statements, USAC members voted by secret ballot, and elected Jasmonn Coleman to serve as the Business Affairs staff representative on P&P.

Elections Procedures and Bylaws Changes

In addition to nominations and elections for USAC and P&P, the Elections Committee also looked at the current USAC elections procedures and Bylaws documents to determine if any updates were appropriate. The Committee presented changes to the Council at the January and April meetings, where the Council voted to approve all of the recommended changes, detailed further below:

Changes to the Divisional Representation Membership

Council voted to approve two changes to the divisional representation model implemented in 2016. While the feedback received across campus to the divisional representation model has been very positive, the two new changes sought to address feedback received by the Elections Committee.

- **For school representation, shift from a school-specific model to an At-large model and add one additional seat:** Under the original model, the schools were represented by three seats – one with a representative from either Arts & Sciences or Jepson, one with a representative from either Law or SPCS, and one representative for the Robins School of Business. USAC received feedback from numerous constituents with concerns over equity with regard to how the seats were distributed and questions over how and why the schools sharing seats were grouped together. With these concerns in mind, the Elections Committee proposed eliminating the school-specific seat model in favor of an At-large model, with no more than one representative from each school at a time, as well as adding an additional seat. This would result in four At-large members from school staffs.
- **Split the Advancement and Communication seats:** Under the original model, Advancement and Communications shared two At-large seats on Council. However, the Elections Committee received feedback that, since Communications now operates as its own division separate from Advancement, the structure of shared At-large members no longer provided the best model of representation. Accordingly, the Elections Committee proposed splitting these two At-large seats to create one seat for Advancement and one for Communications.

The Elections Committee presented these changes at the January meeting, and Council approved unanimously.

Changes to the Executive Committee Election Timeline

The Elections Committee has regularly received feedback from departing USAC members regarding concerns over continuity between years. In an attempt to address these concerns, the Committee considered several options, including expanding the length of terms for members. However, ultimately, the Committee instead decided to recommend changes to the Executive Committee election timeline.

The Bylaws previously stated that the elections would happen in March or April, but historically, it seemed like these were generally happening in April. Accordingly, we revised the Bylaws to specify the executive elections will occur March to ensure that the newly elected Executive Committee has three USAC meetings to work with the outgoing Executive Committee on transition planning to ensure better continuity between years.

The Elections Committee presented this change at the April meeting, and Council approved unanimously.

BUDGET

USAC was allocated an original budget of \$5,875 for the 2018–19 year. Though the budget does not close until June 30, through June 1, Council expenses totaled \$5,017. With the \$858 surplus, our Executive Committee will work with the incoming Executive Committee on any potential pre-term expenses, mainly printing, we could fund.

USAC leadership continued efforts to be transparent with the budget and spending for 2018–19. The Secretary/Treasurer provided an update at each Council meeting that included spending to date, earmarked funds, and upcoming expected expenses.

Receptions and events were the largest percentage of the budget this year. The largest expense of the year was the cost of the April Faculty-Staff Mixer. Other expenses included promotional items, printing and marketing materials, the voting platform (simplyvoting.com), the February Spider Staff Forum, and the end-of-year Council meeting/celebration.

LOOKING AHEAD

- The Communications Committee shared ideas for low- or no-cost social activities among staff, but have not finalized any proposals or plans as of yet. We recommend the incoming Council and/or Communications Committee consider this as a top priority for 2019–20 in order to continue this year's efforts of staff engagement and provide additional opportunities for heightened staff morale.
- We encourage USAC to continue to build on our relationship with the Faculty Senate to engage and collaborate on issues or initiatives of common interests.

- Celebrating all that the University has to offer staff and the amazing things that are being done by the staff is such an important part of the work of USAC. This has often been a pain-point over the years and we encourage the incoming leadership to work with Council and respective areas of campus to both celebrate and communicate the best of the University and collaborate on opportunities that arise.
- December 2020 will be the 20th Anniversary of USAC! We believe this is a significant milestone and something that should be celebrated. We recommend this to be considered when planning events and the calendar for the year.

MEMBERSHIP

2018–19 Executive Officers

Chair: Wendy Burchard

Strategic Sourcing Manager, Office of Procurement and Strategic Sourcing
Business Affairs At-large Seat, 2017–19

Vice-chair: Meg Pevarski

Assistant Director of Greek Life, Center for Student Involvement
Student Development/Chaplaincy Divisional Seat, 2017–19

Secretary/Treasurer: Pamela Lee

Marketing Operations Manager, University Communications
Advancement or Communications Divisional Seat, 2017–19

Academic Affairs

Dustin Engels

Business Process Analyst, Office of Planning & Policy
Academic Affairs At-Large Seat, 2017–19

Rosanne Ibanez

Assistant Director Admission/Operations Manager, Law School
School Staffs – Law or SPCS Seat, 2018–20

Shannon Best

Manager, Community Events, Jepson School of Leadership Studies
School Staffs – A&S or Jepson Seat 2017–19

Travis Scott Smith

Project Manager Library Facilities & Research Sharing
Boatwright Memorial Library Seat, 2018–20

Nick Minnix

Administrative Coordinator, MBA Office, Robins School of Business
School Staffs – Business School Seat, 2018–20

Advancement and Communications

Rhonda Lambert Parson

Administrative Coordinator, Foundation, Corporate and Government Relations
Advancement or Communications Divisional Seat, 2018–19

Athletics

Crystal Brown

Director, Women's Basketball Operations
Athletics Divisional Seat, 2018–19

Chaz Coleman

Director, Football Operations
Athletics Divisional Seat, 2018–20

Business Affairs

John Jacobs

Police Captain, University Police
Public Safety Departmental Seat, 2018–20

Rick Richardson

HVAC Mechanic, University Facilities
Business Affairs At-Large Seat, 2017–19

Lisa Bayard

Manager, Tyler's Grill, Retail Operations
Dining Services Departmental Seat, 2017–19

Alison McCormick

Purchasing Coordinator, University Dining Services
Dining Services Departmental Seat, 2018–20

Austin Leach

Gardener, University Facilities
Facilities Departmental Seat, 2017–19

Michael Torquato

Landscape Supervisor, University Facilities
Facilities Departmental Seat, 2018–20

Enrollment Management

Emily Martin

Assistant Director, Financial Aid
Enrollment Management Divisional Seat, 2017–19

Information Services

Jason Cope

Network Specialist, Information Services
Information Services Divisional Seat, 2017–19

Melody Wilson

Assistant to VP, Information Services
Information Services Divisional Seat, 2018–20

Student Development and Chaplaincy

Meriwether Gilmore

Administrative Coordinator, Counseling & Psychological Center (CAPS)
Student Development/Chaplaincy Divisional Seat, 2018–20

Ex-Officio Membership

July–August 2018

Brittany Schaal

Immediate Past Chair

September 2018–June 2019

Paul Lozo

Immediate Past Vice-Chair

Lynn Robertson

Manager, Events, Conferences, and Support Services

Carl Sorensen

Senior Associate Vice President for Human Resources