



University Staff Advisory Council

AGENDA

August 8, 2023
THC 305

<https://urichmond.zoom.us/j/86032754530?pwd=a2xpblFNWmJpSmN0M2VOVUhYbjhPZz09>

1. Call to Order
2. Introduction of the Executive Team:
 - a. Chair, Derek Miller, Assistant Director of Community Relationships and Community-Engaged Learning, Bonner Center for Civic Engagement
 - b. Vice Chair, Bill Galaspie, Business Intelligence Specialist, Information Services
 - c. Secretary, Cassie Price, Manager of Communications and Academic Research, Jepson School of Leadership
3. Formal Adoption of Goals (see below for the version)
4. Call for invitations of invites to meetings and breakfasts
5. Call for suggestions of events to bring folks together
6. Websubs
7. Closed Session

Draft of Goals for AY 2023-2024

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1) Strengthen community within USAC to promote a cohesive sense of connection, support and identity.

- a. Hybrid Meetings
- b. Regular interactions between members and executive committee
- c. Intentional engagement within meetings that highlight individual members
- d. Invite all eligible campus staff to serve on USAC committees
- e. Organize tour of Wellness Center

2) Raise campus awareness of USAC and its goals through further integration into preexisting university systems and structures and transparent communication.

- a. Campus onboarding process
- b. USAC notes and SWAG to new staff members
- c. Regular Spiderbytes and all-campus communication
- d. Regular USAC presence at major campus events

3) Increase USAC as an informational hub, connecting disparate parts of the University, and bring staff concerns to upper administration

- a. Solidify connections with Faculty Senate
- b. Develop connections and information flow with Student Government (Westhampton and Richmond)
- c. Invite leaders of various departments on campus to USAC meetings to share what they do, and where relevant, opportunities for staff to participate
- d. Continue to host breakfasts that allow staff to interact with upper administration

4) Provide accessible information and opportunities for engagement in campus DEIB initiatives to all members of UR staff.

- a. Particularly emphasize employees who do not regularly access email, internet, computers, etc.
- b. Make sure printed information is available in employee work spaces including breakrooms and lounges.
- c. Continue education in USAC meetings about campus DEIB initiatives and emphasize the importance of members sharing this information with constituents, including inviting Amy Howard, Senior Administrative Officer for Equity & Community, to a meeting early in the 2023-2024 academic year.
- d. Highlight and share information and resources from various units across campus who are doing this work.

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