



University Staff Advisory Council

Agenda

Tuesday, November 12, 2024
Weinstein International Commons
[Zoom Link](#)

1. Call to Order
2. Workday Update from Julie Farmer, Director of Change Management, and Molly Field, Change Management & Special Projects Coordinator
3. Reports from Committees and Liaisons
4. Treasury report
4. Web Submissions
5. Closed Session/Committee Meetings

Announcements:

Spider Bites breakfast on Friday, November 15 at 7:30-8:30 am at Heilman Dining Center, south meeting room

Next USAC meeting on Tuesday, December 10 at 1:00-3:00 pm in Tyler Haynes Commons, Room 310



University Staff Advisory Council

Goals 2024-25

- 1) Strengthen and foster a cohesive and inclusive staff community on campus
 - a) Establish a USAC events committee to promote a sense of community across campus staff. Launch new initiatives to bring together staff from across departments, including informal breakfast/lunch gatherings and organized campus tour for staff led by staff.
 - b) Offer hybrid USAC meetings for general staff but encourage USAC members to attend in person.

- 2) Enhance visibility of USAC to be seen as a conduit of information, voice for all staff, and leader in community efforts
 - a) Increase accessibility of web submission feature on USAC website and increase awareness to staff of available web sub option to ask questions and raise concerns.
 - b) Strengthen visibility and role of USAC for staff advocacy, retention, transparency, compensation, and appreciation.
 - c) Raise profile of USAC board and committee members collectively and individually so all staff feel heard and represented. Invite all staff to join USAC committees.
 - d) Continue connections with Faculty Senate and find more ways for faculty and staff to interact.

- 3) Solidify processes and institutional knowledge within USAC
 - a) Define committee structure within USAC and create goals and expectations.
 - b) Review current USAC Board structure and compare with current campus employment to ensure fair and accurate representation.
 - c) Pull together procedures guides for future board members.
 - d) Connect with past USAC board members and invite their input and participation in USAC activities and initiatives.

- 4) Continue USAC awareness through existing systems and processes
 - a) Continue USAC role in the onboarding process by sending USAC profile and swag to new staff members.
 - b) Continue regular and timely communication with staff via all-campus communications and presence at major campus events. Continue to make sure information is shared with staff in a variety of modes including printed flyers and signage for those who do not regularly access email.
 - c) Continue to invite University representatives to present at monthly meetings and quarterly breakfast including senior management, compliance, campus safety, HR, DEIB, and student development.