**Call meeting to order at 9:04 a.m.**

**In attendance**

* Voting members: Julia Acosta, Danielle Booth, Misty Cox, Amanda Spencer, Amanda Watkins, and Jeff Wehmeyer
* Others: Drew Corbett, Joanie Hendricks, Jonathan Jackson, Jason Kohlhepp, Chris Murphy, Carol Rader, Aaron Skira, Becky Traxler

**Approval of minutes from May 12, 2016**

* Minutes were approved

**New Business**

* Highlights from Staff Council meetings
	+ Shari Mickey-Boggs shared details of the retirement incentive plan and more information will be forthcoming. Other highlights included: a locked mailbag to be delivered to Foundations, bullying policy update, federal OT changes, debate stipends, contractor parking in Lot 15, and the budget meeting recap. Reminders included the staff retiree picnic this Friday, June 10 and the deadline for nominations for Presidential Awards of Excellence, June 10.
* Introduce New USAC Members
	+ New members are Joanie Hendricks, Amanda Karper, Chris Murphy, and Becky Traxler.
* Plaques
	+ Plaques were awarded to exiting members.
* **W**e **S**erve **U** Raffle Tickets
	+ Joanie Hendricks sent USAC members raffle tickets for either 2 KISS concert tickets or a $25 Olive Garden gift card. Please see what you can and return tickets and money to Joanie.
* USAC Officer Nominations/Elections
	+ Amanda Spencer elected chair-elect and Joanie Hendricks elected secretary-elect.

**Ongoing Business**

* Total Compensation Committee
	+ The results of the survey for the initial job families have been received. The launch of the surveys to other job families is delayed due to feedback about the timing of Performance Appraisals and the completing the survey.
* Committee Updates
	+ USAC subcommittees
		- Bylaws and Charter
			* Dr. Berberich provided feedback and voting will occur at the next meeting.
		- Communications and Marketing
			* No updates
		- Community Service
			* No updates
		- Compensation, Benefits, and Equity
			* No updates
		- Nominations / Fundraising
			* No updates
	+ University committees
		- Athletic Council
			* No updates
		- Dining Services
			* The Hangar is open Monday-Friday 11:15-12:45.
		- Ohio Staff Council of Higher Education (OSCHE)
			* Conference is next week.
		- Parking Services
			* No updates
		- Staff Development Day (SDD)
			* It will be held on August 17th and currently 21 sessions are being offered. The committee will meet in July.
		- University Diversity Advisory Council (UDAC)
			* No updates
		- Wellness and Recreation
			* No updates
		- WSU Bookstore
			* No updates
		- WSU Staff Council
			* See New Business above.
		- Faculty/Staff Appreciation Day
			* No updates

**Schedule Reminders**

* Faculty, Staff & Retiree Picnic, Friday, June 10, 2016, Garden of the Senses (Rain location: Apollo Room, Student Union)
	+ Staff Council – Tuesday, July 12. 1:30-3:30 pm., 267 University Hall
	+ USAC Meeting – Thursday, July 14, 9:00 – 10:30 a.m., 157 Student Union

**Adjourn meeting at 9:30 a.m.**

*USAC:  The purpose of the Unclassified Staff Advisory Council (USAC) is to represent its members to the university by: promoting their general welfare; advocating for unclassified staff through active participation in university governance structure; reviewing, initiating and making recommendation on relevant university policies and procedures; encouraging and facilitating communication among members; and encouraging professional development opportunities. One of the prime responsibilities of this council is to serve the educational community by creating and maintaining an environment conducive to the teaching, learning, research, and service functions of higher education. The recommendations of the council are submitted to the university president.*