Call to Order
Sharon Romina, 2017-2018 Chair of Classified Senate, called the meeting to order at 10:15 am on August 17, 2017.

Roll Call
*Classified Senate members in attendance*
Bonnie Behm-Geddes, Pat Bungard, Jeff Fulk, Heather Gould, Amanda Graham, Adam Grimm, Marlene Jenkins, Maryann Lape, Serena McCollum, Bobbie Perpich, Sharon Romina, Nancy Vandeman, and Dana Wright

*Classified Senate members not present*
Theresa Meyer, Jennifer Romero

*Classified Senate members absent*
Jacob Jakuszeit

*Guests*
In attendance: George Mauzy, Cyndi Parsons
Via Adobe Connect: Technical difficulties not able to do

*Secretary Report – Serena McCollum, BSC*
Notes from the Annual Classified Senate Retreat were distributed to Classified Senate members. These informal notes will not be widely distributed to classified staff as this was a closed meeting. Nancy Vandeman moved to approve minutes as written, Bonnie seconded.

Serena McCollum reminded Classified Senate members that, according to the bylaws, anticipated absences should be reported to the Chair. You may copy the Secretary, but official notice should go to Sharon Romina.

Serena McCollum also reminded Classified Senate members to send a response when accepting / declining calendar invitations. The Outlook tracking feature only works if you send a response.

Serena McCollum reminded Classified Senate members to report to the Secretary any updates on committees they serve on.

*Treasurer Report – Heather Gould*
Heather passed around the budget.
Any questions contact Heather
Budget breakdowns
Chair Report – Sharon Romina

- Inauguration of Dr. Nellis week of October 16th
- Issues with Parking – especially Lot 109 – Sharon deferred response to Amanda
  - Master plan to create more parking
  - Restripe size of spots
  - Going to restripe back to 8'6" wide
  - Morton being done today 8-17-17 and Lot 109 will be Sunday/Monday 8-20 & 8-21-17
  - Walter is being considered
  - Addition of 2 lots being considered
  - Clippinger will be closing December 2017
    - When back online additional parking spots will be put in the bottom of the building
  - Who will be responsible for vehicle damage

- Sick leave donation policy – Congressman Gardner in Toledo area brought this issue up
  - Next week congress session back in
  - HR would want to revamp policy if it becomes effective

- Retention List
  - Colleen will be at September 2017 meeting
  - Should be posted on HR website today 8-17-17
  - Senate requested to have the list monthly
  - Still a few cases of bumping happening currently
  - Placing an employee into a position without it being posted
  - Email questions and concerns to Sharon

Committee Reports

Classified Senate Committees

Committee A – Heather Gould, Adam Grimm & Nancy Vandeman

- Initial meeting held on August 10. Planning of Meet & Greet on Athens campus for October 25, 2017.
  - 11-2 Reserved
  - 1804 Room in Baker Center
  - Adam will put invites on calendars
  - Met with catering to get quotes

- Discussed ideas on how to reach new employees
  - Advertise on the Baker TV screens
  - Possibly a pamphlet or handout in the packet for classified employees or send through campus mail telling them what Classified Senate is and how they can get involved.

- Going to try to have the Classified Newsletter coincide with the Meet & Greet
  - Putting the newsletter out a few weeks prior to the Meet & Greet
  - Compass was also an avenue discussed to spread the word about the event

- Briefly discussed a survey to give to classified staff at one of the regional campuses, in the process of deciding which campus to give the survey to and work on the questions as well.
  - What kind of professional development
Committee B – Amanda Graham
• Will send it to me

Committee C – Serena McCollum and Theresa Meyer
• Theresa Meyer agreed to co-chair with Serena McCollum
• Our committee met on 7-26-17 and started the planning of the Service Awards to be held 9-28-17 at the Walter Hall Rotunda.
• Committee also met on 8-15-17 to continue planning and checking the status of our to do list
  o Working on the budget ($5300?)
  o Theresa planned to attend the Culinary Expo to be held 8-9-17.
  o Theresa is working with Catering/Event Services with the luncheon details.
  o Marlene is working on the door prizes
  o Marlene has scheduled the photographer Ben Siegel from Communications and Marketing
  o Serena received the employee list from HR to invite the award recipients along with one supervisor.
  o Invites will be send out via campus mail by August 28th with the RSVP to go Theresa
  o Follow up emails will be sent by September 14th
  o Jennifer is taking care of the invites, name badges, budget, mailing of 5 year certificate awardees and the “Thank You’s” to the door prize donor sponsors
  o Serena is working with Printing Resources to order the awardee gifts
  o Sharon & Jennifer will make sure the invites go to President & 1st Lady Nellis, David Descutner, Colleen Bendl, Jennifer Kirksey, Deb Shaffer and George Mauzy

Ohio University Standing Committees ([http://www.ohio.edu/standingcommittees](http://www.ohio.edu/standingcommittees))
Committee on Committees – Sharon Romina, BA
• The committee has not met.

Ecology and Energy Conservation Committee – vacant (3 yr. term)
• Jennifer Romero has submitted Heather Gould’s name to the President’s Office for consideration.

Intercollegiate Athletics Committee – vacant (3 yr. term)

Interdisciplinary Council – Christi Gang
• The committee has not met for several years. No update.

Kennedy / Frontiers in Science Lecture – Sharon M. Romina, B.A.

Library Committee – Marlene Jenkins (2019)

Post Publishing Board – vacant (3 yr. term)

Transportation and Parking Committee – Amanda Graham (2018)
• No update. Committee does not meet until mid-September
Ohio University Ad Hoc Committees

Benefits Advisory Council – Jennifer Romero
https://www.ohio.edu/hr/benefits/bac.cfm

- https://www.ohio.edu/finance/bpa/council_new.cfm
- Committee has not met yet but the first meeting will be August 24th from 11-1
- BPC Orientation will be August 31st from 11-1 for new members or past members that would like all of the beginning information such as what the Council is responsible for, when we meet, what we discuss and a general overview of our accounts, etc.
- Orientation is meant to give members the information they would need to make the correct decisions when it comes to voting on budget scenarios, etc. Last year we spent many meetings going over all of the information and this will allow the Council to spend more time on the topics that need discussed.

Campus Climate Task Force (Modern Think Survey)
- University wide internal communication – Amy Meeks, B.S.J., M.A.
- Professional development – Cheri Sheets, BSVC
- Senior leadership and strategic direction – Shelley Barton, B.S.

Disability Strategic Plan Implementation Committee – Serena McCollum, B.S.C.
- https://www.ohio.edu/equal-opportunity/pacdap/strategic-plan.cfm
- Dianne Bouvier & Kendal Clovis Brown are working on the survey results
- Nothing new to report at this point

Facilities Planning Advisory Committee – Shelley Barton, B.S.
- https://www.ohio.edu/planning-space/upsm/a40.cfm

Update for Senate minutes on the Facilities Planning Advisory Committee (FPAC) on July 28, 2017
- The committee was presented draft ideas for the relocation of administrative offices out of WUSOC and HRTC Building to accommodate plans to move ENT and HCOM into these buildings. By moving the administrative offices into repurposed, existing buildings on campus, the university has the potential to save $52 million compared to new construction. Nothing has been decided as additional academic and administrative needs are still being reviewed.
- A short presentation was given on the new wayfinding and signage study. The new standards (https://www.ohio.edu/planning-space/up/f10.cfm) are planned to be phased in from 2019-2023.
- A parking study was performed over spring semester and will be presented at the next FPAC meeting.
- Progress is being made on building projects for Clippinger, Ellis, Seigred, Sook, and HCOM. Ellis and Sook are out to bid, Architect Engineer interviews will be held soon for Clippinger and HCOM, and Seigfred is under study. The committee will hear more on the HCOM plans at the next FPAC meeting.
• Maya Lin came to campus and met about the completion of Bicentennial Park. Discussions included lighting, adding trees, signage, and incorporating the “cow path” that students have made across one corner. We’ll hear more on Bicentennial Park at the next FPAC meeting.
• The City of Athens and Ohio University are working together to add welcome signs to the bridges that overpass roads leading into Athens. Something like “Welcome to Athens, Home of Ohio University.”
• The University is working to create a new Northeast Campus Entrance (off Stimson at the new roundabout). Large trees, new gateway, and possibly a digital gateway and new street name are all on the table to create a welcoming entrance for visitors. This entrance is used to direct large event parking for Admissions, Orientation, Athletics, etc.
• More information will be made available at the next FPAC meeting regarding small houses on campus and Housing.

Joint Police Advisory Council – George Cheripko
• No update.

Outstanding Administrator – Sharon M. Romina, B.A.
• [https://www.ohio.edu/adminsenate/awards/outstanding.cfm](https://www.ohio.edu/adminsenate/awards/outstanding.cfm)

Presidential Advisory Council on Disability and Accessibility Planning - vacant

Presidential Advisory Council on Public Safety – Maryann Lape, B.B.A.

Task Force on Affordability and Efficiency – ??

Task Force on Diversity and Inclusion – Marlene Jenkins and Janet Russell

Tobacco Free Committee – Christi Gang
No update.

Training Advisory Council – Sharon Romina, B.A. and Cheri Sheets, BSVC

CSEN History – Jennifer Romero, Jeff Fulk, Heather Gould and Sharon Romina

Search Committee for VP for University Advancement – Jeff Fulk

Search Committee for Executive Vice President and Provost – Sharon submitted 5 names, no selection has been made.

Leigh Casal & Amanda Davis from Finance – discuss the new Finance web site
Presented PowerPoint that is attached to these minutes
• Finance redesign of website
• Compass & Compass Points (Changing to Employee News) planning to come out every Monday
• Update browsers
• Any feedback, etc. Contact finance
Old / New Business

Upcoming Events
August 28 Classes begin
September 21 Classified Senate Meeting – Baker 235
September 28 Classified Staff Service Awards, Walter Hall Rotunda
October 7 Homecoming Sales

Bonnie Behm-Geddes called for adjournment with Maryann seconding that motion. The meeting was adjourned at 11:59 pm.

Respectfully submitted,
Serena McCollum
2017-2018 Classified Senate Secretary