

## Minutes

Staff Advisory Council General Council Meeting  
Thursday, August 22, 2019 1:00-2:30 pm, Toepfer Room, Adelbert Hall

### I. Welcome!

- Call to order 102pm

### II. Approval of Minutes: June 21, 2019 General Council Meeting

- Barb (1<sup>st</sup>), Theresa (2<sup>nd</sup>). Approved at 1:03pm. All in favor, no absentia.

### III. Announcements from Human Resources

- No one from HR was present

### IV. New Business:

#### A. LGBT Committee

- Regina Gonzalez, Director of Diversity & Strategic Initiatives Office for Inclusion, Diversity and Equal Opportunity ([regina.gonzalez@case.edu](mailto:regina.gonzalez@case.edu)) welcomed Erika Weliczko ([emw3@case.edu](mailto:emw3@case.edu)) Energy Manager and member of LGBT Committee. Erika shared the mission of the LGBT Task Force was an idea from former Deputy Provost Singer (2004) to respond to student concerns, program, create space – safe space for all, and lay foundation for physical center. There has been a lot of conversation and research around benefits, areas of influence involving faculty, staff, and students. Faculty formed research groups supported with Faculty Development Office. Staff worked with LGBT Center, and now that is under student affairs, it is meant to serve students more directly. “There is a need, a gap, an abandonment crisis to address.” The committee has done advocacy and development.
- The ask to SAC is for support, to assist. Have conversations – benefits, are they working? What can be expanded? Create a plan for retirement of LGBT community members. LGBT Committee is open to hear ideas on how to work together. How will the LGBT Center engage with the committee? The Committee is interested in ideas.
- Some inroads could be SAC partnership with Faculty Senate. Incorporation with Constitution Committee or perhaps a sub-committee or inclusion committee? Lots of room to include here. Perhaps also legal resources for LGBT – needs some customizing.
- Interested in continuing this dialogue? Send name to Matt.

#### B. Back to School Drive: Added agenda item

- August 16<sup>th</sup>, delivered items to 4 schools: Daniel Morgan, Mary Bethune, Michael R. White, and Anton Grdina.
- Received \$700 from Good Neighbor program for supplies
- Received \$300 from SAC
- Packed 47 boxes of supplies

#### C. Marketing Reorganization (1:15pm began)

- A lot of people negatively impacted, even those who did not lose their jobs. Options for response:
  - Could do a resolution but our other 4 were not well received
  - Some Deans and VPs are upset
- What happened (as far as we can tell): Tuesday 830pm, 30 people got an email about a 9am Wednesday morning meeting they needed to attend from Carolyn Gregory and Chris Sheridan. At this meeting, people were shown an org chart but told not to take pictures. Room full of folks were laid off. Some jobs were reposted. Unclear how messages were shared with supervisors if at all. Supervisors were not allowed in meeting, some tried to stay and were asked to leave. Some jobs were reposted, for less salary, reporting to different department (Central Marketing). Response: Staff are scared to say there is a problem because they have concerns about losing their job.
  - Cleveland.com article <https://www.cleveland.com/metro/2019/08/case-western-eliminates-25-roles-to-centralize-communications-and-marketing-jobs.html>

2. No official statement from university yet.
3. Where is the communication in the Daily (the office that oversees communication is not communicating about the changes to communication)?
- iii. What prompted the action?
  1. Uncertain; Centralizing under Chris Sheridan in Adelbert.
  2. Jobs end on 9/16.
- iv. Concerns voiced:
  1. On top of people cost, how does this support faculty and students? There are website issues, too. Concern over length of time getting things done. Efficiency is an area of concern.
  2. Similar to what happened with Student Success Initiative, likely disproportionate negative impact on women and people of color / women of color
    - a. Can we get specific numbers on this? Partner with faculty senate?
  3. Staff member shared that in 20+ years, this is the worst climate ever, compare to 2004 or 2005. It's a symptom of a larger problem. We are losing good people because of climate
  4. Did anyone attend THINK BIG presentation? This is contradictory to what our Provost is saying, "Becoming the Agora of the Future '...It means focusing on well-being and creating an environment for healthy growth. It means putting people at the center of our decisions and prioritizing diversity of thought, of mind, of background'."
  5. This is an example of failed communication. Even bad news can be shared better. This reverberates. People are concerned "Are we next?" it erodes focus.
  6. People have become fearful. Need help understanding how to move forward. We don't do our best work out of fear. Is everyone who is decentralized at risk?
  7. Has our University mission changed? If not, what are you doing?
  8. Concern over fear and this leading to continued negative culture
  9. Just because this happened doesn't mean it has to stay this way
  10. Reminder: Provost has mission of one school, one message. That's the goal and true aim for right now. This could be what getting there looks like
  11. Better bargaining when we have one message, one cohesive list of wants (CC and HEC example)
  12. We are losing institutional knowledge
  13. This closes down communication and limits access to other staffs / between staff
- v. Exec clarify options outlined:
  1. Resolution
  2. Nudge people in more power to address / express concerns
  3. SAC tasked to communicate across campus
- vi. Suggestions:
  1. Can we get specific numbers on who this most affected (women, people of color?)
  2. 2019 staff should be surveyed
  3. Should we write letters of support, what these folks have done for departments – do we need letter of support template? What do you need to be successful and excel?
  4. What does one voice mean? Is there a standard way to reorg? Have we asked? What about staff climate survey
  5. We need a voice in equity reviews, job descriptions, what are people actually doing here compared to their jobs
  6. Should benchmark with other institutions.
- vii. Next Steps from Exec:
  1. Exec will request meeting with Chris Sheridan and Carolyn Gregory.
  2. Call together a forum of community to discuss

**V. Announcements from All Standing Committees**  
**A. Standing Committees**

- i. Communications Shannon Swiatkowski, Bob Slovenec
  - 1. October meeting there will be an opportunity for photos, headshots as previously done
  - 2. Bios are online
  - 3. Overseeing 30<sup>th</sup> Anniversary planning
- ii. Community Service Theresa Grigger, Laura Huffman
  - 1. Nothing additional
- iii. Elections Karyn Newton, Jim Prince
  - 1. Elections are pending. Still trying to get required number to run for open positions. MSASS non-exempt need 1, have 0. University Admin non-exempt have 6 need 11.
  - 2. When elections are posted, it will run for 5 business days.
  - 3. Late September will be new member meeting – On-boarding opportunities
- iv. Fringe Benefits Bob Lanese, Chris Littman
  - 1. There are a lot of “sticks in the fire” and updates coming soon.
- v. Staff Policy Jim Nauer
  - 1. Policy met in July, but not August. At the July meeting, talked about hire and promotion. Handbook indicates people can be offered below minimum but needs to be edited to read “requested minimum” not minimum for salary grade
  - 2. Requesting new Chair for Policy committee. Jim can be co-chair or participate in other ways. Wants to dedicate energy other places, too.
  - 3. If you’re interested in this role, let Exec know.
- vi. Staff Recognition Elise Geither, Jean Seneff
  - 1. Reviewing policy and process for 2 awards; wanting to clarify
- vii. Staff Training and Development Melissa Van
  - 1. Interviewing people in the Council regarding their needs and training. There was also a survey.

**B. Ad Hoc Committees and Liaisons to University Committees**

- i. Sustainability Initiatives Gabrielle Meester
  - 1. Scooters are coming. It’s a Cleveland initiative and training will happen on safety
  - 2. There is a Bike committee – Mary Ann is on it. There will be a training on Urban biking. UH has bike rentals
  - 3. There is a Climate Action Plan, fully submitted, will likely see in November. This is a refresh, not a redo.
  - 4. Annual Commuter Challenge is happening – log commuting miles. Anytime you submit info, you and get points
  - 5. Oct 9 is Big Green Event
- ii. Fringe Benefits Barbara Juknialis
  - 1. The scheduler is open for biometric screening. Information listed in Wellness newsletter and on website
  - 2. Wellness mental health focus
  - 3. MedImpact Direct – change has been going well, been positive
  - 4. Union Eye Care – filed for bankruptcy
  - 5. No major changes for benefits 2020
- iii. Diversity Leadership Council Matthew Smith
  - 1. Had 1<sup>st</sup> meeting with Dr. Joy Bostic, Interim VP OIDE. Look to reimagine parts of Council, how to support people of various identities. There are ways we can do better
  - 2. As the search happens for a VP ODIEO, what should an inclusion leader position look like? What do we want that to be?
- iv. Parking Advisory Paul Keeley, Carlier Myers
  - 1. No meeting

**VI. Announcements from Executive Committee**

- A. Past Chair: Farm Harvest Festival, SAC is helping support financially with donation

- i. 9/14 from 1pm – 6pm. There is free busing from Thwing
- B. Chair: Number of requests and resolutions – have not gotten any response. But moving in right direction with further conversation.
- C. Secretary: In meeting reminder and minutes, there is a link to a ad-hoc survey. Please complete that to express interest in 1 of 3 options:
  - i. 30<sup>th</sup> Anniversary
  - ii. Constitution Review
  - iii. New Member On Boarding

**VIII. Adjournment @ 2:19pm**

**Upcoming Meeting Schedule:**

<p><b><u>Steering Committee, Adelbert M2</u></b>          Thursday, September 26, 2019, 1:00pm – 2:30pm          Monday, December 9, 2019, 1:00pm – 2:30pm          Thursday, January 30, 2020, 1:00pm – 2:30pm          Thursday, April 2, 2020, 1:00pm – 2:30pm          Tuesday, June 2, 2020, 1:00pm – 2:30pm</p>	<p><b><u>General Council, Toepfer Room</u></b>          Thursday August 22, 2019, 1:00pm – 2:30pm          Thursday, October 3, 2019, 10:00am – 11:30am          Friday, December 20, 2019, 1:00pm – 2:30pm          Thursday, February 6, 2020, 10:00am – 11:30am          Friday, April 23, 2020, 1:00pm – 2:30pm          Thursday, June 11, 2020, 10:00am – 11:30am</p>
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