

# MINUTES

## Professional Staff Council

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*Date | time* May 19 | 10:02 am *Meeting called to order by* Randyn Heisserer-Miller, *Interim Chair*

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### In Attendance

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R. Heisserer-Miller, *Interim Chair*

W. Atkins

D. Saverino, *Interim Chair Elect*

J. Woolf

T. Mitten, *Secretary-Treasurer*

K. Krodinger

D. Hopkins

D. Seabaugh

A. Eller

J. Contrino

K. Baranovic

E. Redinger

F. Lockhart

M. Harper

A. Sumner (Guest)

C. Hohler (Guest)

T. Gregg (Guest)

J. Gerard (Guest)

M. Odhiambo (Guest)

H. Sumner (Guest)

A. Thompson (Guest)

A. McFerron (Guest)

A. DeYong (Guest)

H. Weathers (Guest)

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### Chair Report – R. Heisserer-Miller

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- Administrative Council met May 11; Main focus was an update on the new Strategic Plan; Additional points of interest:
  - ~ June 19 Summer Arts Festival at the Rivers Campus
  - ~ Information Technology will be rolling out Multifactor Identification for all user accounts over the next year.
- Newly elected members (J. Woolf, M. Harper, K. Baranovic) and alternates (F. Lockhart, N. Saverino, J. Gray, C. Sierman) were chosen during the recent elections. Welcome!
- Thank you to A. Birk and A. McFerron for their service on the Council as their terms have ended.
- Benefits and compensation proposals were sent to the executive staff for review; Final decisions are in the hands of the executive staff and the Board of Regents.
- Randyn Heisserer-Miller announced he has accepted a faculty position and will therefore resign his membership on the Council. Amanda Eller will fill the remainder of his term.

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### Chair Elect Report – D. Saverino

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- Professional Staff Council breakfast event will be the morning of June 2, and be conducted in a drive-thru/walk-up format at the Wehking Alumni Center; 167 RSVPs received;
- T-shirts for the breakfast have been ordered and should be in around May 22;
- Map for pickup will be created and disseminated;
- PSC members will be working the event, and will need to report no later than 8:15 am that day.

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## Budget – T. Mitten

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- Account balance remains \$5107.51, but we are finally going to spend some money on the breakfast event.

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## New Business

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- New officer elections:
  - ~ Chair Elect nominees: K. Baranovic, T. Mitten, D. Saverino (declined); Chair Elect winner: K. Baranovic;
  - ~ Chair nominees: W. Atkins (declined), T. Mitten, E. Redinger; Chair winner: T. Mitten;
  - ~ Secretary-Treasurer nominees: J. Woolf, E. Redinger (declined), A. Eller (declined), J. Contrino (declined); Secretary-Treasurer winner: J. Woolf.
- Strategic Action Plan Committee (W. Atkins) – Dr. Vargas sent an email to all employees providing a link to the draft of the new Strategic Plan; everyone is encouraged to review the document and provide any feedback to the Committee; Plan will be presented to the Board of Regents in December, and will go into effect in January 2022;
- Parking Appeals (T. Mitten) have been processed and are up to date to the end of the spring 2021 semester.

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## Unite Updates

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- **Human Resources** (D. Seabaugh) – Fall 2021 semester start date for graduate assistants is August 22; Gas can work summer months paid as student workers until August 21; Mid-year performance appraisals are now beginning.
- **Marketing** (D. Saverino) – Marketing staff are busy writing webpages for their assigned areas; Hopeful full rollout will occur by July.
- **Academic Support** (W. Atkins) – Open labs for tutorial support are available while specific classes are in session (4-wk, 6-wk, 8-wk, etc.).
- **Admissions** (A. McFerron) – Summer campus tours have begun under normal format; final scholarship deadline is approaching at the end of May; Fall 2022 application will be opening soon.
- **Advising** (A. Eller & J. Contrino) – Advising for orientation sessions continues through the summer; Academic Coaching Program 2-credit hour College Success course is currently in the review process.
- **Career Services** (J. Woolf) – In-person career counseling appointments will resume in the fall; a live, in-person campus career fair will take place in the fall as normal; the Career Closet is being revamped.
- **Information Technology** (D. Hopkins) – Multifactor Identification will be ramping up over the coming year as required by our systems insurer; All employees should have received an email about the process earlier this week; Faculty and staff will be moved to the process first, with the students to follow, New screen timeout lock security processes will go into effect by June 1.
- **Recreation Services** (E. Redinger) – Redhawk kids camp will be launching in June through the summer; Two new Peleton bikes have been purchased and added to the upstairs cardio area; Fitness on Demand stations will be added to the fitness area; Rentals for birthday parties, group events, and the intramural fields has resumed.
- **Kent Library** (R. Heisserer-Miller) – Technology in the Media Center is being refurbished.

- **Student Financial Services** (M. Harper) – Summer is the busiest time of the year for the office; Aid packages are being created and distributed; Still have several vacancies to fill.
- **Center for Teaching and Learning** (K. Baranovic) – Taking a period to relax after a very demanding year; Next week summer institutes begin on a variety of development topics, 10 am and 2 pm, professional staff are welcome.
- **New Student Programs** (K. Kroedinger) – This has been a very challenging year; Summer orientations are expanding capacities, but still offering multiple formats (in-person & virtual); Opening Week planning has begun; Unsure of specific format for a few of the traditional events; Will be requesting volunteers for a number of events in a new, centralized format; Convocation and SE101 will be in a different order and format from past years, and include different focuses for information.
- **Southeast Online** – Planning for the coming school year has begun, including beginning some new programs.

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### Next Meeting

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June 16, 2021, 10 am; in UC Redhawk Room and via Zoom

Adjourned at 11:06 am.