

**MSAC Meeting Minutes**  
**Wednesday, May 14, 2008**  
**2:00 p.m. – 3:00 p.m.**

**Present:** Mike Collura, Ginny Corso, Terri Fox, Vicki Ryan, Rick Stewart, and Connie Stitzlein

**ITEM 1:**  
**Approval of Minutes**

Minutes from the April 9, 2008, MSAC meeting were read, corrected, and approved and will be posted on the MSAC website by Mike.

**ITEM 2:**  
**MSAC Banner**

The MSAC Banner previously stored in Kris Moloney's area will now be stored by the MSAC Chairperson.

**ITEM 3:**  
**Staff Appreciation Breakfast**

The Staff Appreciation Breakfast will be held Wednesday June 4, beginning at 7:30 a.m. in the Eisenhower Board Room. Rick will be finalizing the breakfast menu shortly. Connie created the flier that will go into all staff members' mailboxes. Rick will be sending out an e-mail reminder.

**ITEM 4:**  
**Years of Service Committee**

Ginny reported that the gifts were finalized for Years of Service recipients for this year. A replacement was needed for the 25-year category because what was previously selected is no longer available. Ginny is also going to talk with Dean Freeman regarding the service award policy on employees who are associated with departments on this campus but are considered Columbus employees.

**ITEM 5:**  
**Hidden Benefits Fair**

MSAC would like to hold a Hidden Benefits Fair Winter Quarter 2009 and are gathering committee members. Jen Racer and Becky Hamman have volunteered to help with that committee.

**ITEM 6:**

**Telecommuting Policy**

A question was brought to MSAC regarding the OSU's Flexible Work Arrangement policy as it pertains to telecommuting. MSAC members reviewed the policy and will support the current HR Policy Flexible Work Arrangements (available online). Further, we agreed that if a policy needs drafted specifically for the Mansfield campus, it should be done by Cathy Stimpert in our HR office and that MSAC should have the opportunity to review and endorse it.

**ITEM 7:**

**Miscellaneous Items for Follow Up**

1. An e-mail was sent out stating any staff member with a degree is invited to walk at Convocation. Questions: Which degrees count? How does staff get dollars to get garb if desired?
2. The Outstanding Staff Award Selection Committee – Mike and Rick mentioned looking at revising the process of who is on the committee. Rick will be contacting Michelle Bondurant in Columbus for further clarification.

**NEXT MEETING:**

The next meeting will be held with Dean Freeman at 2 p.m., Thursday, May 22, 2008, in 2<sup>nd</sup> Floor Conference Room – Riedl Hall.