



# THE OHIO STATE UNIVERSITY

## COLLEGE OF FOOD, AGRICULTURAL, AND ENVIRONMENTAL SCIENCES

### CFAES Wooster Staff Council Monthly Meeting Minutes Tuesday, July 18, 2023 – 9:00AM – Virtual Monthly Meeting

**Call to Order.** WCSC Chair Bill Koshar Called the Meeting to Order at 9:02AM. Bill thanked all Committee members in attendance for their presence at today's Monthly Meeting.

**Members in attendance:**

Acosta, Nuris	Ferencak, Suzanne	Koshar, Bill
Aylsworth, Betty	Fox, Doug	Kyser, Kelly
Bauder, Heather	Frye, Shayla	Parker, Erin
	Goddard, Jalyn	

Review and approve May 2023 Treasurer's Report. Bill and Erin shared with the group that there was nothing to report as there were no expenditures and no revenue.

Review and approve May 2023 Monthly Meeting Minutes. Betty made a motion to approve, and Kelly seconded the motion.

#### **Fun Fest for Friday July 21<sup>st</sup> Discussion**

##### **Set up help-please arrive at 9am (to 11am)**

- \*Please note that inclement weather may happen, and we need to prepare in plenty of time to adjust.
- \*Encourage your department to come so we can have a larger participation for staff to enjoy.
- \*Facilities Operations has a 10 x 10 pop-up tent to cover the ice cream and salads (out of the sun).
- \*Student activities has a pop-up tent they will bring for additional coverage/cooling area.

##### **Line for Pizza**

11-12 Betty, Heather

12-1 Nuris, Suzanne

Reminder about ensuring that staff do not get both the pizza and a salad.

Erin has sign-in forms, pens and clipboards for people to sign their name.#

##### **Line for Salad**

11-12 Kelly

12-1 Alyson

We do not need a sign up for the salads as they had to preorder. They can return at 12:45 to get any that are left over if they did not order. Bill ordered 12 as that was the minimum order and there are 7 total people that signed up so there should be 5 leftovers possibly.

##### **Table/Cooler for snacks and beverages**

- \*Will be near the salads. Does not need to have anyone stay with it and people can help themselves.
- \*Erin restocked the coke products and snacks.

##### **Disc Golf/Prizes**

Shane Berner

\*They will get a prize depending on how close they get to the target. Prizes are tax exempt because they were not originally purchased for this event.

### **Ice Cream**

Kelly-providing spoons.

Debbie-providing the cooler for the ice cream.

Greg-picking up the ice cream.

Bill-paying for the ice cream.

### **Food Providers**

Pizza-Free Wheeling

Salads-Exclusively Yours

Ice cream-Hartzler's Chocolate, Vanilla, and Strawberry (small amount due to allergies)

Italian Ice-Café Carmen

### **Miscellaneous Information:**

Facilities will barricade the parking lot for the Free Wheeling Truck.

Facilities will also deliver the tables and chairs.

We should be okay for the spacing of individual coming based upon times people take meal breaks.

### **Upcoming Events**

Hot Chocolate Bar. This would be a fellowship event and catching up with staff across the Campus.

Andy would like another campus wide event. Bill was thinking about:

Chili Lunch with presentation.

Looking to have Celebrity Servers: Kris Boone, Dave Dietrich, Steve Lyon, and Andy Michel.

Removed the December 19<sup>th</sup> monthly meeting based upon the Dean's message about encouraging Departments to not having meetings during that time frame.

October 27<sup>th</sup>- Staff Council and Entomology Graduate Student Association-Fall Festival (5-8pm). Staff Council would have a smaller involvement than the Paws and Pumpkins (set up, pumpkins, snacks). Crafts and Pumpkins-Open house and crafts with seeing Bug Zoo. Set up 1-3PM. Bill will contact Mauer's on the pumpkins (they come dirty but need washed). Will need them Thursday the 26<sup>th</sup>. Can be sprayed off and left at the Wooster Campus Science Building. Erin/Entomology will be handling the advertising for it (papers, social media, flyers).

Bill reviewed with each individual if they had any questions/comments-no questions/comments from anyone.

Kelly made a motioned to adjourn the Meeting and Suzanne seconded the motion.

Meeting adjourned.

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*"The mission of Wooster Staff Council is to enhance the working environment of the Wooster Campus community by facilitating communication between staff and administration, and by promoting opportunities for staff advancement and recognition."*

## WCSC Subcommittees:

### **Staff Appreciation**

This committee is primarily responsible for notifying new staff members about the council, promoting recognition of Staff achievements, creating professional development opportunities for Staff, and organizing events relating to staff appreciation.

### **Communications**

This committee is primarily responsible for providing information to Staff on available programs and services provided by the Wooster Campus Staff Council. The committee will draft communications from the Wooster Campus Staff Council, take photos at events, update the website and marketing materials, and research Staff needs, and desires as needed. The committee is also responsible for the monthly Spotlight on Staff releases and event recaps.

### **Special Events**

This committee is primarily responsible for the planning of special events. The group will be responsible for narrowing down potential dates and locations as needed, ensuring that all sign up slots are filled, and reporting planning information during meetings.

### **Staff Wellness and Volunteering**

This committee is primarily responsible for organizing Wooster Campus Gives Back planning. This group will also work to disseminate events relating to health and wellness on campus.