

Staff Happenings

CFAES Staff Advisory Council Newsletter

Fall 2014

Greetings to staff members from Staff Advisory Council Chair, Kim Roush



Welcome to the first edition of your CFAES Staff Advisory Council (SAC) Newsletter! Our goal is to keep you informed. In this environment of change, it is an exciting time to be an CFAES employee. Over the years, the council has evolved to address staff matters as they have arisen.

Included within this newsletter are updates on council activities and information about upcoming events. We hope you find them informative and useful.

Once again, welcome to Staff Happenings!

Staff Advisory Council (SAC) is advocating for you

Members are appointed by unit or department heads, 25 members plus 2 at-large (at-large positions are decided through an application process), throughout the college for a three-year term. Officers are elected by council members annually. The Council meets six times a year in different locations throughout Ohio. The purpose of the Council is to:

- Provide a formal vehicle for staff participation in the betterment of the College by shaping an environment that promotes mutual respect, builds teams, and creates a compelling place to work and learn
- Increase the efficiency and scope of communication within the College and University by:
- Act in an advisory role to the Vice President of Agricultural Administration and Dean, College of Food, Agricultural, and Environmental Sciences by serving as the staff voice/liaison to the Vice President/Dean
- Relay communication from the Vice President/Dean to staff
- Facilitate staff-to-staff communication
- Broaden university-wide communication through its relationship with the University Staff Advisory Committee
- Support the CFAES core goal, "To be the standard of excellence for colleges of food, agricultural, and environmental sciences."

Staff Advisory Council invites you to participate in a brief survey. The survey should take you approximately five minutes to complete. Your responses will be used to determine future SAC sponsored events/programs. Thank you in advance.

go.osu.edu/CFAESstaffsurvey

Task Forces

To coordinate SAC activities, topic areas have been established and task forces have been created to facilitate assignments. Following are brief descriptions of current task force activities:

On-Boarding

Develops a consistent orientation plan to connect new employees with needed resources.

Staff Recognition

Develops coordination of the Shirley Brooks-Jones and Above and Beyond (Key Values, Innovation, and Special Recognition) Awards nomination process and banquet details to honor outstanding staff

Staff Appreciation

Coordinates staff appreciation activities which include OSU Staff Appreciation Week activities on both the Columbus and Wooster campuses. Past activities have included games, door prizes, a pancake breakfast, and ice cream social. Other locations throughout the state have received a variety of thank you notes with give-a-ways.

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OutStanding U!

Works on developing ways to recognize the efforts of the staff of CFAES. The task force has been developing a system in which customers or co-workers can easily report their gratitude of a CFAES staff member. Implementation of this program is coming soon.

Communications

Publicizes and promotes SAC activities through the web site, press releases, listserv, and article submission to Dean's monthly newsletter to name a few. Communications also compiles and distributes the "Years of Service" display and certificates. Currently, Communications reviews all material created by SAC for branding compliance and consistency.

Professional Development and CFAES Road Trip

Provides opportunities for staff members to engage in professional development by offering grants through an application process. Also coordinates a CFAES Road Trip to broaden awareness of OSU's involvement and reach throughout Ohio.

CFAES Staff Advisory Council Membership

Any of the staff council members can assist you, but if you have a particular concern, question, or suggestion you may contact your unit representative directly.

Officers:

Kimberly Roush – Chair
Amanda Forquer – Vice Chair
Sarah Ellis-Williams – Treasurer/Secretary (past chair)
Martha Bollinger – Communications
Cheryl Fischnich – Archivist

Unit representatives:

Beth Flynn – ACEL
Sarah Solarik – Agricultural Administration
Kathy Yoder – ATI
Charissa McGlothlin – South Centers -Piketon
Linda Neeb – Entomology
Lisa Dune – Extension Central Admin
Chery Fischnich – Extension North
Jill Bryant – Food, Ag, & Bio Engineering
Pam Schlegel – Food Animal Health Research
David Mackie – International Programs
Jane Douglas – OARDC Service Units
Sarah Ellis Williams – Plant Pathology
Kimberly Roush – South Centers-Piketon

VACANT – AEDE
Michelle Hendrick – Animal Sciences
Kim Sayers – ATI Staff Council
Dave Davison – Communications
Amanda Forquer – Extension CES
Lee Ann Johnson – Extension South
Nancy Tilton – Extension Southwest
Kelly Elisar – Food Science & Technology
Andy Evans – Hort Crop & Science
Melissa Burant – OARDC Central Admin
Martha Bollinger – OARDC Staff Council
Dennis Wilt – SENR



Below are a few comments received from previous SAC members about their time on the CFAES Staff Advisory Council.

"I enjoyed serving on the Staff Advisory Council as a member of the Professional Development and Road Trip task force. I also enjoyed serving as Secretary/Treasurer of Staff Advisory Council for two years. Staff Advisory Council helped me to better understand the services and opportunities that were provided to staff within the college. I have a much better understanding of the needs, not only here in Wooster, but also the challenges that Columbus and Extension face. Each location is unique and Staff Advisory Council allowed me to have a better understanding of how each operates. Serving on the Staff Advisory Council enabled me to gain personal and professional development through meeting new people within the college. It's been a pleasure working with so many committed staff, I'm very fortunate to have met, worked and learned from so many talented people."...David Dietrich, ATI – Admissions Office

"I enjoyed serving on the Staff Advisory Council as a member and chair of the Staff Recognition & Shirley Brooks-Jones task force, On the Spot task force, and chair of the council. I served for eight years as representative for CFAES Administration and ACEL. Council helped me to better understand the commitment that the college administration has for the staff. There is the desire to help and support the staff in many ways. I will always remember the depth of dedication many staff members from around Ohio have for the college and it's cause. Serving on council enabled me to gain personal and professional development through challenging me in the different roles I held on the council. I honed my leadership skills and managing skills while serving on council. I appreciated my time on the council and the wonderful people I was able to meet and work with throughout my term. The team was always up for a challenge and sought to communicate to others within the college, their individual worth. It was also to my benefit to be able to work with the administration and realize that staff within the college can make a difference. Trina Beebe, Administration, ACEL

Staff Awards

Professional Development Grant Winners

Staff Professional Development Awards are funded through support from donations from current and former employees. It is offered to help supplement the costs associated with travel and fees for professional development opportunities for staff of the CFAES. This is a one-time reimbursement for expenses related to professional development activities, not to exceed \$200. Applicants have one year to use the award, July 1, 2014 – June 30, 2015. The five CFAES Staff Advisory Council professional development award recipients in July were:

- Jacqueline Stuts - Ohio 4-H
- Dawn Ford Cramer - Extension, Belmont County
- Candace J. Heer – Extension, Family & Consumer Sciences, Morrow County
- Kurt Knebusch - CFAES Communications
- Gregory Moon - Extension, Wyandot County

OutStanding U! Recognition

The Staff Advisory Council continues to look for ways to highlight and recognize the efforts of staff in CFAES. The SAC staff recognition task force has been working on this particular initiative and has developed a system in which customers, co-workers or students can easily report their satisfaction of a staff member and have that staff member be recognized. The name of this program is **OUTSTANDING U!**

The task force, working in conjunction with CFAES Administration and Communications, has developed an on-line submission process, promotional documents (posters, emails, post cards), letters and certificates. The program will include a formal recognition certificate from the Dean.

All CFAES staff members may be recognized for an **OUTSTANDING U!** accolade by their supervisor, peers, students or clientele. You'll be able to show your appreciation to a fellow staff member who you think provides outstanding service and actions in day-to-day performance. Plans are underway for a program launch and a link to the on-line form will be announced soon.

Road Trip Recap

On Friday, June 6th, 49 CFAES staff members enjoyed a day of discovery at Stone Lab on Gibraltar Island to talk with researchers and CFAES colleagues to learn about their work.



Three workshops were held: **Lake Erie Science Cruise** – Staff participated in hands-on work such as measuring environmental conditions, collecting algae and zooplankton and catching fish.

Gibraltar Island tour – Staff were able to capture a view of Lake Erie from Perry's lookout, see the glacial grooves and Cooke Castle.



Aquatic Visitors Center – Staff learned more about the lake's complex ecosystem.

Staff Recognition

Listed below are this year's recipients for the 2014 CFAES Staff Advisory Council Awards. *Congratulations!*

- Shirley Brooks-Jones Award - Nate Douridas, Farm Science Review, London, OH
- Above and Beyond, Key Values Award - Kathy Yoder, ATI, Wooster, OH
- Above and Beyond, Innovation Award – Christopher Gecik, FABLE, Columbus, OH
- Above and Beyond, Special Recognition, Kathy Bulka, OSU Extension, Medina County, Medina, OH

Check back in July to nominate someone for one of these awards!

Staff Appreciation Week in Review

During this week, the staff appreciation taskforce in conjunction with the CFAES Buckeye Wellness Innovators held a "learn how to make healthy smoothies" event in the Agricultural Administration Building Auditorium on the Columbus campus.



The OSU Office of Human Resources designated July 28th to August 1st as Staff Appreciation week to "recognize the thousands of Ohio State staff members for their valuable contributions to the successes of The Ohio State University, its faculty, staff, alumni and other customers."

On August 7th, staff enjoyed a day outside at the Gazebo in front of Kottman Hall. Staff enjoyed a lunch provided by Jimmy Johns and SAC sponsored games, prizes, and music.



News You Can Use

HR News

If you have recently started working at Ohio State, the following information will help you better understand your benefits. The Office of Human Resources offers presentations you can attend to learn more about your health plans and retirement options. You can learn even more about Ohio State through New Employee Orientation.



The benefits eligibility website at:

hr.osu.edu/benefits/benefitseligibility.aspx has helpful information to help you determine the benefits for which you qualify.

Office of Human Resources Customer Service

- Regular Hours: Phone 8:00 a.m. - 5:30 p.m.; Walk-ins 8 a.m. - 5:00p.m.
- Phone: (614) 292-1050, 1-800-678-6010, TDD 614-688-3730
- E-mail: service@hr.osu.edu
- Location: 1590 North High Street, Suite 300

Wellness @ OSU: New Hires & Newly Eligible

- Welcome to YP4H! yp4h.osu.edu/welcome/new-hires-newly-eligible
- If you have any questions, please contact Your Plan for Health at yp4h@hr.osu.edu or (614) 292-1050

Recreational & Physical Activity Center (RPAC)

- recsports.osu.edu/

Where Do I Park?

- campusparc.com/osu
- Email: osuinfo@campusparc.com
- Phone: 614-688-0000

Employee Resources

- (Employee Assistance Program (EAP))
- osuhealthplan.com/members/ohio-state-employee-assistance-program-eap
- Tuition Assistance: hr.osu.edu/benefits/eb_tuitionassistance.aspx

Ways you can give

The CFAES Staff Advisory Council Training Fund supports education, training, and professional development for any regular or part time staff. Awards are distributed annually through an application process. There are many ways to give to **CFAES Staff Advisory Council Training Fund #312155**.

Payment Options:

1. Give during campus campaign. Ref. fund # 312155.
2. Write a check payable to The Ohio State University Foundation
Mail to: Office of University Development
PO Box 710811
Columbus, Ohio 43271-0811
3. Credit card gift - Mail in your credit card gift (above)
4. Give online at giveto.osu.edu/sactraining
5. Department Transfer: Use this form or print this page
ORG _____ FUND _____

Give to your SAC Representative or mail to: CFAES, Rm 100 Ag Admin, 2120 Fyffe Rd, Columbus, Ohio 43210
CFAES Staff Advisory Council Training Fund #312155.

For questions about giving to the CFAES Staff Advisory Council Training Fund Call (614) 292-0473 or ask your SAC Member!

[Website: go.osu.edu/cfaessac](http://go.osu.edu/cfaessac)

Upcoming events

December 9–11th Extension Annual Conference and Research Colloquium - Ohio Union

Thank you! YOU make this a great place to work!



THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

CFAES provides research and related educational programs to clientele on a nondiscriminatory basis.
For more information: <http://go.osu.edu/cfaesdiversity>.