



# STAFFLINE

A Newsletter by UVM Staff for UVM Staff

Winter Break 2008



**Thank you  
to all who made  
our  
Annual Holiday  
Bazaar  
a success.**



### **Reminder!**

**The deadline to register  
for this year's  
Presidents' Day bus trip  
to the Montreal Casino is  
February 1st.**

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*UVM President  
Daniel Mark Fogel*

### **Celebrating Dr. King's Legacy**

As we begin the spring semester, Tuesday, January 22 stands out on our campus events calendar. Thanks to the work of many in our community, UVM has an outstanding celebration of the life of Martin Luther King, Jr. in store.

It will be the University's honor to welcome Harry Belafonte to Vermont when he speaks at Ira Allen Chapel on the 22<sup>nd</sup>, leading off three days of events remembering Dr. King. Mr. Belafonte is beloved as an actor and musician, of course, but he is also a man who has dedicated his life to making a difference in the international struggle for human rights.

He was the first recipient of the Nelson Mandela Courage Award, has been honored by the American Jewish Congress; the NAACP; The Urban League; the National Conference of Black Mayors; the Anti-Defamation League of B'nai B'rith; the ACLU; the U.S. State Department; and the Peace Corps. Also a recipient of the Martin Luther King Peace Prize, Mr. Belafonte will speak on the subjects of social justice and equity in his talk at UVM.

I hope many of you will take advantage of this wonderful chance to hear from one of the world's great artists and humanitarians. I also encourage our staff, faculty, and students to explore the week's other events, all opportunities for thoughtful reflection on the inspiring legacy of the Reverend Martin Luther King, Jr.

Visit our web site at <http://www.uvm.edu/~stffcncl>

# COUNCIL NEWS

*The following is the Staff Council's 2009 Salary Recommendation*

To: The University of Vermont Board of Trustees  
Deborah McAneny, Chair, Trustees' Budget, Finance and Investment Committee  
Daniel M. Fogel, President  
J. Michael Gower, Vice President for Finance & Enterprise Services  
Barbara Johnson, Associate Vice President of Human Resources  
Gary Derr, Chief of Staff

From: Eileen Hanerfeld, President of Staff Council  
Deb Bryan, Chair, Staff Council Salary & Budget Committee

Re: Staff Council's Recommendation for the FY '09 Salary Increase

Date: December 18, 2007

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The Staff Council, at its December 4, 2007 meeting, voted to make the following recommendation for the FY '09 salary pool based upon research presented by the Salary & Budget Committee.

We recommend a 4.0% increase for non-represented staff. This recommendation also provides an additional 2.0% increase to be used as follows: 1.0% for merit and 1.0% held centrally and used university-wide to address compression and market discrepancies.

The FY '09 salary pool recommendation of 6.0% is based upon several sources of information including: Mercer's 2007/2008 US Compensation Planning Survey; Hewitt's annual US Salary Increase Survey; BNA's Wage Trend Indicator; ORC Worldwide Survey; World at Work Survey; and UVM's Survey of Staff Increases, which tracks peer institutions. Other resources included information from the Consumer Price Index Summary; the 2007 Vermont Livable Wage Basic Needs Report; and the final report of UVM's Basic Needs and Equitable Compensation Task Force, dated October 4, 2006. We fully endorse the findings and implementation of the UVM BNEC Task Force's report.

There is broad, campus-wide staff dissatisfaction regarding the methods used to distribute merit increases. We understand that the University has limited resources, but a more equitable, uniform, and transparent process should be followed in the allocation of merit. There are Staff members who do not receive any performance evaluations at all and many feel that the evaluations they do receive have no relation to their merit raises. We realize that deans and directors are notified each year that staff evaluations are expected, but based on staff complaints, this process is not implemented uniformly across campus. We cannot stress enough the importance of forging a tangible link between the evaluation process and the annual merit increase. The perception of fairness is critical to morale.

Because the distribution of merit is not uniform, we recommend that the majority (4%) of the staff salary pool increase be designated as an across-the-board base, with an additional (1%) for merit. Recognizing the importance of merit, however, we urge the Administration to establish an ad hoc committee to develop an appropriate delivery strategy that would address the needs of both staff and supervisors. The Staff Council eagerly anticipates an opportunity to work with the administration on this important issue.

We are requesting that an additional 1% be allocated to address issues of **market and compression**. We recognize that these problems are not uniform across campus, thus the Staff Council recommends that this portion of the staff salary pool be held and administered centrally, so that the more serious inequities can be properly addressed. We feel that this could be a powerful statement of the central

*continued on page 3*

## COUNCIL NEWS

*Salary Recommendation Memo continued from page 2*

administration's support for the staff of the University of Vermont and as such, would improve morale, even for those who do not benefit from it directly. An annual campus report outlining the distribution of funds would enable the Staff Council to wholeheartedly support the administration's positive new initiative. We look forward, not only to supporting the University's efforts on behalf of its staff, but to applauding them!

On behalf of non-represented staff, we appreciate your continued attention to our salary recommendations.

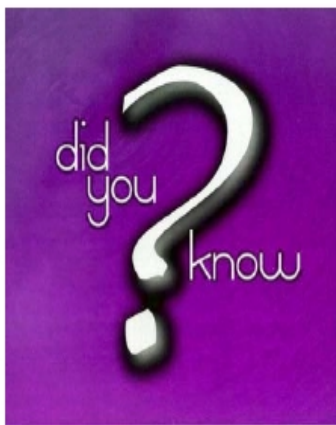


## COMMITTEE REPORTS

### **Recreation Committee**

The Recreation Committee discussed the successes and challenges of the Holiday Bazaar. It was a fun and successful event, but we did have some items we could improve on if we stay in the Davis Center. We're brainstorming ideas to keep the Recreation Committee in the eye of the UVM community. Please feel free to share your ideas. If you're interested in hosting a sledding or skating party, contact anyone on the Recreation Committee.

*Ida Russin, Chairperson*



Registration for Spring courses is now open! To see what's available, visit [http://learn.uvm.edu/springfocus\\_08.pdf](http://learn.uvm.edu/springfocus_08.pdf) . Call 1-800-639-3210 or go to [http://learn.uvm.edu/?Page=reg\\_options.html](http://learn.uvm.edu/?Page=reg_options.html) to register. Classes begin January 14!

Tuition remission forms are generally signed at orientation, but if you have any doubts about your status, contact the Benefits Office at [benefits@uvm.edu](mailto:benefits@uvm.edu) or 802-656-3322 to confirm.

Brought to you by the Education & Professional Development Committee

# COMMITTEE REPORTS

## **Internal Affairs**

Last month I reported that Marilyn Baker and Lorie Clairmont met with Lynn Budnik in Human Resources regarding the application process at UVM. Lynn had the opportunity to meet with the HR Reps at their November monthly meeting to discuss our concerns. We are pleased that Human Resources have agreed to make the following changes to the application process.

“I shared the feedback we have received regarding job applicants feeling that there is a lack of notification during the recruitment process. The HR Reps were very receptive to this information and concerned about finding additional ways to better communicate with applicants. Everyone in attendance was in agreement that we all need to work together to communicate more thoroughly and effectively with our applicants. With that in mind, the HR Reps and Human Resources have agreed to a major change in the job application process. We are going to put in place a system generated email that notifies job applicants when they are no longer under consideration for the position they applied for. The email will be sent when either HR, or the hiring department, determines the application is to be “screened out”. This way, applicants will no longer need to wait until the end of the process before finding out the status of their application. Applicants will continue to receive emails notifying them that their application was submitted successfully at the front end of the process. We hope to have the new email in place sometime in January.

I believe that this new email will be very helpful in keeping job applicants informed about the status of their application. This email along with changes to the on-line application and FAQs (Frequently Asked Questions) and an overall awareness regarding applicant notification, will make for better communications with those individuals applying for employment with the University of Vermont. Applicants will also continue to have the ability to monitor their applicant statuses through their personal on-line applicant accounts.”

The Committee will be working with Karla Nussl to discuss the possibility of providing a financial customer service award that is campus wide. If this is approved, the Committee will assist with the discussion of number of available awards, nomination and election process, etc.

Mary Gagne will take up the task of reviewing the evaluation process with Human Resources. Some of the topics will be: are evaluations mandatory, how many are conducted each year, is training provided for supervisors, etc.

Lorie Clairmont and Marilyn Baker will be working with the Ad Hoc Committee to review the 2007 Staff Council Election process.

*Lorie Clairmont, Chairperson*

## **Salary and Budget Committee Report for December 2007**

In the month of December the Salary and Budget Committee met and made a determination that we needed to move forward on our FY09 salary request to the Board of Trustees. A proposal was put forth, discussed, and accepted that the committee would address the FY09 salary pool recommendation in the month of December and after the new year the livable wage issue. It was decided that addressing these issues separately would give us more time to research and compile data so that we could make an informed recommendation to administration regarding this issue.

The proposal brought forth to the Staff Council regarding the FY09 salary pool recommendation included a 6% increase to be broken down as follows: 4% base; 1% merit; 1% market and compression (with market and compression being held centrally). A letter to the Board of Trustees was drafted and it is now in the hands of the Executive Board for their approval.

We had hoped that we would meet with Jane Knodell in December but we were unable to do so. We plan to reschedule this meeting as soon as possible after the vacation break.

*Deb Bryan, Chairperson*

# RECREATION COMMITTEE TRIPS EVENTS HAPPENINGS



## Presidents' Day Bus Trip to Montreal Casino— February 18, 2008

An accessible bus will depart from the Ag/Engineering parking lot at 8:30 a.m. on Monday, February 18th. For those of you living north of Burlington, we will also make a pickup at the Collins-Perley Arena in St. Albans. **Take advantage of the Presidents' Day holiday and enjoy a trip with your friends to the Casino de Montreal.**

Each participant will receive \$10 in chips to use at the casino and a \$10 certificate good at any of the casino's restaurants or boutiques, plus \$10 towards your next visit. Return departure is scheduled for 4:30 p.m. with an arrival back in Burlington about 7:30 p.m.

Remember that identification and proof of citizenship are required for all trips across the border.

Please contact trip coordinator, Jim Read at 656-1454, james.read@uvm.edu if you need accommodation or for more information.

Return the registration form below and payment (checks payable to UVM) by February 1, 2008 to the Staff Council Office, 305 Waterman.

Name \_\_\_\_\_

Campus Address: \_\_\_\_\_

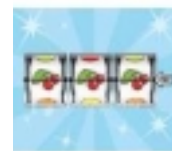
Campus Phone: \_\_\_\_\_

Email: \_\_\_\_\_

# of UVM Staff @ \$20: \_\_\_\_\_

# of non-UVMers @ \$25: \_\_\_\_\_

Total Amount Enclosed: \_\_\_\_\_



*All fundraising helps defray the cost of events sponsored by the Recreation Committee. The committee reserves the right to cancel any event. Deposits will be refunded only if an event is cancelled. Limited tickets are available for each event. Tickets are sold on a first-come, first-serve basis.*

## RECREATION COMMITTEE TRIPS EVENTS HAPPENINGS



### Ski Pass Sales

The Staff Council Office is offering a variety of day passes to local ski and ride resorts at discounted prices.

#### Jay Peak Resort

Day Pass: \$33.00 for adults  
\$31.00 for juniors (ages 6 - 18)

#### Smugglers' Notch

Day Pass: \$44.00 for adults  
\$34.00 for juniors (ages 6 - 18)

Passes are good for any one day of skiing or riding. For more information, please contact the Staff Council Office, 656-4493.

## CAMPUS NEWS

### Franklin Covey Seminar Series Course offerings from the Vermont Business Center

#### January 25, 2008: An Approach that Works

For more information about the Franklin Covey series and the Vermont Training Program funding, please contact Sharon Radtke at [sradtke@uvm.edu](mailto:sradtke@uvm.edu) or call 656-4681.

*About the Vermont Business Center:*

#### Who We Are:

The Vermont Business Center (VBC) at The University of Vermont's School of Business Administration was created to address the needs of growing companies in Vermont.

#### What We Do:

The VBC offers a series of management development seminars, training needs assessment services and custom training programs. Additionally, we are a point of access for area businesses to a variety of UVM resources. Also affiliated with the Vermont Business Center is the Vermont Family Business Initiative (VFBI), an ongoing membership program that provides a training and support network to more than 30 family businesses in the state.

## MEETING CALENDAR

### JANUARY

**1/8 Staff Council**, 12:05 p.m.,  
Livak Ballroom, #417-419  
Davis Student Center

### FEBRUARY

**2/5 Staff Council**, 12:05 p.m.,  
Livak Ballroom, #417-419  
Davis Student Center

### Personals

Condolences to **Barbara Mercure** for the loss of her husband.

Condolences to the family of retiree **Pearline Learned**. Pearline served as the sixth president of Staff Council.

Condolences to **Jean Parrow** for the loss of her brother-in-law.



## STAFFLINE

*A publication of the*  
**UVM Staff Council Office**  
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### Staff Emergency Loan Fund

No interest loans  
to help staff in  
time of need.  
For additional  
information, contact  
Mary Lafayette  
at 656-2903

# Save the Date

FOR

# MAZE



**March 13th, 2008**