UVM Staff Council  
February 6, 2018  
12:05-1:30 p.m.  
338 Waterman Building, Memorial Lounge  
DRAFT Minutes

Members Present: President Karmen Swim, Vice President Bethany Wolfe, Brendan Andrews, Tatiana Andrievskaya, Kait Bedell, Bob Bolyard, Laura Clayton, Jen Cournoyer, Jessica Deaette, Mary Dunne, Nick Hall, Mindy Kear, Cindy Lee, Stephanie Loscalzo, Noel McCann, Michael O’Sullivan, Shirley Pine, Katrina Preiss, Sherri Rigby, Claire Robinson-White, Bridget Tully, Lacey Ure, Amy Vile, Marissa Wells

Ex-officio: Meryl St. John, Staff Council Administrator

Members Absent: Valerie Carzello, Kristen Cella, Margie Dunki-Jacobs, Andrea Elledge, Amy Gale, Caleb Gilbert, Miriam Harrison, Gwen Landis, Parvin Pothiawala, Holly Pedrini

Also Participating: Sherwood Smith, Sr, Exec. Dir, Engagement & Professional Development, Emily Tupper, PPD committee member, Alan Shashok, CBB & PPD committee member, and Amy Gilman, Staff Council Assistant

Approve Draft Minutes from January 9, 2018 Meeting:

A motion was made to approve the draft minutes from January 9, 2018. With just grammatical edits passed along the minutes were adopted.

Officer’s Update

Karmen reported that she had just presented her report to the UVM Board of Trustees at their meeting the previous week. The Council’s quarterly meeting with HRDMA is scheduled for next week. Items to discuss include the compensation & merit conversation as well as more discussion and a status check on progress towards the short-term disability benefit. Karmen and Meryl attended a meeting with Al Turgeon, Chief Risk & Safety Officer regarding the parking memo. It gave Staff Council leadership a chance to talk about specifics and pass along additional feedback again now that Al is overseeing this area.

Committee Updates

Compensation, Benefits & Budget Committee

The committee included the draft of the Staff Compensation and Merit Recommendation letter prior to this council meeting so that the full Council could discuss and make any last edits or suggestions before sending along to UVM Administration. The main points are to 1) recommend a 2% cost of living across the board and 2% discretionary merit component. 2) to continue to improve communication from central administration to staff and departments in terms of how merit is administered and awarded within each unit since it was handled differently across campus. 3) Staff Council recognizes and is sensitive to the financial constraints around compensation, and a non-monetary form of compensation could be an additional floating holiday. Since this would be an individual based floating holiday it would not cause
major interruptions to university operations and would be fiscally responsible in terms no additional dollars being paid out. A few suggestions of fine tuning of language were passed along and Staff Council leadership planned to make those edits and send out after today’s meeting.

CBB also got confirmation on the date of the "Being A Parent at UVM" session at EDU@UVM. It will be Thursday, March 15th, the time and location of the session is still TBD, the committee will share that detail at the March meeting and via Staffline, as well as any of the EDU@UVM materials.

**Outreach Committee**

It’s time for other committees, if they wish to add questions to the 2018 survey, to do so. This would be the window of time to share those with Outreach for consideration. Karmen asked if we’d heard from any campus partners looking to add anything to the survey. Claire said they had not received requests from any other groups. The current draft of the survey will be distributed to Committee leaders shortly.

**Personal and Professional Development Committee**

Lacey shared that after last month’s meeting, in which Margie discussed the basics around the proposed Professional Development Fund, that there were new questions for the committee. Originally they thought the letter would just provide basic details and a premise. However, the feedback leaned towards having much more detail and policy and criteria, etc., and those are two very different products. Should the committee keep it light on detail and just introduce the concept or have a fully loaded program worked out? The committee would like more feedback from SC leadership around how to proceed.

In regards to the Parking memo, Meryl added that in the meeting with Al Turgeon there may be interest in bringing in another consultant to listen, learn and take in more information about how other campuses have handled similar struggles. Transportation and Parking will continue working with the PPD Committee about this issue.

The “Get the Scoop” session at EDU@UVM is moving ahead. Ice cream and fixings donations are coming through and the time and location are determined. The rest of details will be worked out between now and the event in mid-March.

**Social Committee**

A reminder to share the date change for the Open Skate Night for the UVM community will be on Friday, March 23rd 6-8pm. It’s a ‘Bring Your Own Skates’ event with a live DJ, Rally Cat and light refreshments. Tickets will be on sale during February for April 7, 2018 Lyric Theatre’s matinee presentation of ‘Dirty Rotten Scoundrels’. The Social Committee is sponsoring a generous discount off the regular ticket price. All ticket order forms and payment must be submitted to Staff Council Office by no later than Monday, February 26th. Save-the-Date for the 2018 Staff Council Golf Outing. This year’s golf event will be held Friday, August 10th! More details to come on that event and others in the next few months.

**Public Comment**

There was no public comment at today's meeting.
Other Business

Meryl mentioned that all folks whose terms are expiring have been contacted by Staff Council office to inquire about future plans if they are interested in doing another term or if there are others in their area that wish to serve in their unit/division in preparation of Representative Elections.

VT Women in Higher Education will be hosting their annual conference March 22-23, 2018 at Killington Grand Resort. Funding is extended to members of the Executive Board that are interested in attending. Please contact the Staff Council office for more information.

Staff Council office was contacted by Benjamin Kennedy from the Translating Identity Conference committee. He shared that there has been not a lot of involvement or participation in the conference by UVM staff. He was wondering what their committee could do to improve outreach to staff specifically. We said we’d share this feedback at this month’s meeting to help spread the word. We’ve helped in the past by including the information in the past at registration time for the conference but perhaps a call out to staff for involvement earlier in the process would be helpful, and we could help share that information as well.

Adjournment

Karmen asked for a motion to adjourn. The motion was seconded. Meeting adjourned at 12:39pm