UVM Staff Council
December 5, 2017
12:05-1:30 p.m.
338 Waterman Building, Memorial Lounge
Minutes

Members Present: President Karmen Swim, Vice President Bethany Wolfe, Brendan Andrews, Tatiana Andrievskaya, Bob Bolyard, Kristen Cella, Andrea Elledge, Mindy Kear, Cindy Lee, Stephanie Loscalzo, Michael O’Sullivan, Holly Pedrini, Shirley Pine, Parvin Pothiawala, Katrina Preiss, Bridget Tully, Lacey Ure, Amy Vile, Marissa Wells

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

Members Absent: Kait Bedell, Valerie Carzello, Laura Clayton, Jen Cournoyer, Jessica Deaette, Margie Dunk-Jacobs, Caleb Gilbert, Nick Hall, Miriam Harrison, Gwen Landis, Noel McCann, Claire Robinson-White

Also Participating: Bob Vaughn, Director of Capital Planning and Management, Al Turgeon, Chief Risk Officer & Public Safety Officer, Michelle Smith, Green Building Coordinator, Amy Gilman, Staff Council Assistant

Approve Draft Minutes from November 7, 2017 Meeting:

A motion was made to approve the draft minutes from November 7, 2017. With no edits or changes the minutes were adopted.

Officer's Update

Karmen reported briefly on a meeting with Gary Derr, Vice President for Executive Operations, and discussed her goals for upcoming meetings with President Sullivan and HRDMA. She also discussed the current work that is happening on the “jumpstart” initiative to support newly hired staff beyond orientation. Staff Council Leadership hopes a pilot for this program could happen sometime in the spring, depending on how quickly current assessments are completed.

Committee Updates

Compensation, Benefits & Budget Committee

There has been continued discussion on the topic of "Being A Parent at UVM“ and the committee is working on the proper timing and format for sponsoring an event. One possibility is that it may be a workshop at EDU@UVM in March. The goal of such an event would be both sharing information and soliciting feedback from UVM parents. Greg Paradiso presented last month at CBB about the Open Enrollment changes and gave updates on the process of selecting a short-term disability vendor. The committee also expects a response soon regarding their Town Meeting Day proposal from last year.
Personal and Professional Development Committee

Jim Barr from Transportation and Parking Services (TPS) attended last month. He shared some of his recent attempts to address commuting issues in the strategic plan and barriers to some of these ideas. The committee discussed suggestions. Jim has some feedback from the Administrative Unit Review process that was conducted last spring with TPS, and some of the suggestions from the external consultant match his own hopes for improving the situation, so he is optimistic. One potential idea includes off-site parking which would involve a shuttle system. In the spring, TPS will be moving ahead with a staff bike to work initiative. This is another way of trying to shrink the number of single occupancy vehicles that are driven to campus, and the initiative will also include bringing numerous bikes and electric bikes to UVM.

In addition, the PPD committee is currently editing the Professional Development Scholarship fund/award proposal. Committee Leadership has contacted Kait Bedell from HRS, and is requesting whether the HR team will consider edits for next fiscal year’s performance review form. At the next meeting the group hopes to finalize the 'Get the Scoop' proposal for a staff social event during edu@uvm.

Outreach Committee

The committee has finished their first revision of the 2018 Staff Council Survey. They have eliminated numerous questions that were no longer relevant and those regarding issues that have been resolved and have worked to include more issues that are of current interest to the Council and Committees. They have also worked to significantly shorten the survey and condense questions to increase the rate at which the survey is completed by staff members. Early in the spring semester, the committee plans to share this initial draft with the other committees so that additional topical questions can be suggested that may help current committee work or gather data on current issues.

SOCIAL

The Social Committee reported that they are in full Holiday Bazaar mode. Council members were reminded that it was not too late to drop off a baked good for the bake sale, and asked to encourage other individuals in their areas to attend the event and support the work of the Council and the year’s primary fundraiser.

NEASC Standard Seven Discussion and Feedback

Al Turgeon, Bob Vaughn and Michelle Smith presented the basics on what accreditation process entails and asked for feedback from Staff Council. Every 10 years, UVM is reaccredited via the New England Association of Schools and Colleges. The purpose is to prove that the university can accomplish its mission of successfully educating students. The institution must meet numerous dimensions of assessment to demonstrate that the mission is being fulfilled. The subcommittee is particularly interested in feedback from members of the UVM community who can provide perspective about the status of the campus now as opposed to ten years ago (when the University was last accredited).
Staff Council has been asked to assist with feedback for Standard Seven, which includes institutional resources such as HR, IT, Finance, facilities, and campus planning. This requires outreach to all of the university community about the current status of these areas for feedback. The accreditation team plans to send out a survey to the employee population to assist with this effort. Representatives shared with this group some specific information regarding facilities on this campus as well as feedback for designing the survey.

**Public Comment**

There was no public comment at today's meeting.

**Other Business**

There was a final call for move-in volunteers for the Holiday Bazaar, anytime between 7-9am. There are few slots still open for the Gift Wrapping Fundraiser, and funds raised will go to the Staff Emergency Loan Fund.

**Adjournment**

Karmen asked for a motion to adjourn. The motion was seconded. Meeting adjourned at 1:12pm.