STAFF COUNCIL EXECUTIVE BOARD  
Monday, February 27, 2017  
338 Waterman Bldg.  
12:15pm – 1:30pm  
MINUTES

Members Present:  Karmen Swim (SC President), Brendan Andrews, Jeremy Arenos, Mary Dunne, Caleb Gilbert, Anita Lavoie, Steve Lunna

Members Absent:  Nancy Bercaw, Bob Bolyard, Jeanna Page, Holly Pedrini, Bethany Wolfe (SC Vice President)

Also Participating:  Meryl St. John (Ex-Officio)

Call to Order

Staff Council President Karmen Swim called the meeting to order at 12:17 p.m.

Approval of Minutes

A motion was made to adopt the January 23, 2017 Executive Board minutes. With no edits or discussion, the minutes were adopted.

Committee Updates

CBB – Greg Paradiso (HRDMA) and Gary Derr (UVM Admin) attended the first half of the February meeting. The second half of the meeting was focused on other committee work. The recommendations and info around FY18 salary/merit that this committee developed in conjunction with the Executive Board was well-received by HRDMA. There was discussion about whether merit, as implemented at UVM, is still too subjective even with the development of additional guidelines. There was still no news at the time of the Executive Board meeting as to when CBB might see the final draft of the communication to staff regarding staff increases/merit. SC Leadership felt it was very likely there will be some advance notice. In this meeting the committee stressed to Greg and Gary how important it is for the process to go smoothly for all parties involved. Specifically, there is a concern from multiple areas represented on the Committee is that union organization could occur again if the salary increase process is not clear and professional manner. Two issues that the committee discussed or fielded for questions: faculty supervisors may have less UVM supervisor training since they are faculty and not staff themselves. That may create an environment for more issues or lack of knowledge around how to properly award increases and or merit to a staff member. Another area of discussion was the regressive tiers used for salary increases in FY17. In the recent CBB recommendation the committee used the same numbers that HRDMA used last year, but there is a question about whether these tiers should be reevaluated or made into a continuum (no cutoff levels).

OUTREACH – Caleb reported that the focus group work is in earnest development at this time and will be asking staff for their thoughts and experiences with the new performance/salary
process. He also shared that movement on this work has been slow and this committee has struggled with attendance and engagement this year. The work is interesting but members seem to be overwhelmed with their regular workloads. Should there be an internal survey of our own council? Could council work be incentivized by Administration? Should we offer more ability for (and normalize) Council members to attend meetings via teleconference? Perhaps staff could get credit for "above/beyond" on performance reviews. Ideas were discussed of other incentives or bonus of being on Staff Council such as volunteerism (have a specific volunteer day, or more spotlight on Staff Council awards.

PPD – Steve reported that the final input from TPS has been incorporated into the draft policy recommendation and will he will present the information at the March 7th Staff Council Meeting. The proposal itself was extensively discussed later in the meeting.

SOCIAL – VT Corporate Cu Race will be happening again in May. This year the committee voted to provide transportation to and from the race. A UVM bus will be available to team racers on a first come, first served availability. Discussion of further events - Skate Night, Friday March 24th - 6-8pm and we are still selling tickets for Lyric Theatre’s 9-5. Sales for those advance sales tickets ends March 10th.

**Performance Management/Salary Focus Group**

Outreach Cmte will make selections of the final criteria for the focus group(s) at their March meeting but at this point final choices or configurations have not been determined. The goal is to repeat the successful elements of the previous round of focus groups while improving other elements. Caleb reported that the Outreach Committee would work to finalize specifics on their focus group proposal and share those at the next Executive Board meeting for comment.

**Parking Proposal from PPD Committee**

Personal & Professional Development Committee is at the point where they believe they are ready to share their parking recommendations to UVM Administration. The first question was can we add in some additional information for transparency that certain buildings/lots have a longer wait but employees on the list are contacted regardless of their office location and proximity to lots and given the option. The question was asked about the daunting numbers and how will anything make a difference? Under short-term items the committee finds the most obvious area for short-term gain is working on the retired staff/faculty green pass list. There was a question regarding the bullet point of infrastructure improvements, and adding clarification regarding references to the Master Plan (in regards to new lost spaces to new Athletic retrofit or Gutterson Garage parking situations). Jim Barr does have some ideas of how to fund the new parking situation, parking facility and more shuttle runs and ideas that are employee specific. There are currently 13,000 passes for 5,000 parking spots because of all the different categories and work shifts. Finally, the Board discussed which administrators this communication should be addressed to. The full content of the PPD Committee’s recommendations will be presented to the full Council for comment at the March 7, 2017 Staff Council meeting.
Staff Council Representative Recruitment

The Board discussed suggestions for more visibility and exposure to entice employees to become new representatives. There was a suggestion that the Staff Council video needs updating for look and content.

Other Business

The group reviewed the March 7, 2017 Staff Council Meeting agenda. President Sullivan and Sharon Reich Paulson will be our guests and will be discussing the First Amendment and how it works in Higher Education. The Staff Council's Women's Forum is happening April 11, 2017 in the Silver Maple Ballroom. Registration will open soon.

Adjournment

A motion was made, and seconded for the meeting to adjourn. The meeting adjourned at 1:26 pm.