UVM Staff Council  
May 6, 2014  
12:05-1:30 p.m.  
Memorial Lounge, 338 Waterman Bldg  
Draft Minutes

**Members Present:** President Catherine Symans, Vice President Renee Berteau, Brendan Andrews, Johanna Brabham, Sarah Childs, Rodman Cory, Naima Dennis, Ellen DeOrsey, Jacqueline Drouin, Kate Ford, Mark Hall, Gwen Landis, Noël McCann, Joanne Montanye, Jane Nevins, Holly Pedrini, Parvin Pothiawala, Dave Rogers, Susan Skalka, Karmen Swim, Marie Tiemann, Lynn Tracy, Amy Vile, Floyd Vilmont, Susan Williford, Bethany Wolfe

**Ex-officio:** Jeff Bukowski, Staff Council Administrator

**Members Absent:** Troy Krahl, Wendy Koenig, Anita Lavoie, Robin Lockerby, Sharon Mone, Judy Riani,

**Also Participating:** Chris Lucier, VP for Enrollment Management, Amy Gilman, Staff Council Assistant, Newly Elected Reps: Dziyana Aydin, Jeremy Arenos, JoAnne Dearborn, Doug Dickey, Nick Gingrow, Nick Hall, Lyndelle LeBruin, Carrie Pratt.

**Call to Order**

The meeting was called to order at 12:08 p.m.

**Welcome**

Catherine Symans, President of Staff Council, welcomed and congratulated the newly elected or appointed Staff Council Representatives who will begin serving in the Fall of 2014. Catherine reported that this is the largest incoming group of new representatives with sixteen new staff members.

**Staff Council Officer Election Open Forum**

The Staff Council Officer Election Open Forum provided an opportunity for the candidates for Staff Council President and Vice President to give introductory remarks and answer questions from members of the Council and greater UVM staff community. Renee Berteau, current Staff Council Vice President is running for the position of President and Representative Johanna Brabham is running for the position of Vice President.

**Approval of Minutes**

A motion was made and seconded to adopt the April 1, 2014 Council minutes. One word was inserted “impact” on page 1, line 11 and a few punctuation edits were made. With no further discussion, the minutes were adopted.
Discussion and Vote on Staff Council Annual Update

Catherine gave a quick status report on the work to design and write the FY2014 Annual Update. While the creation of Annual Update began with a vision to create a more readable and dynamic document, the Executive Board ultimately found this version to be too long for UVM senior leaders to read and digest. As a result, the Executive Board chose to provide a shorter three page version that could be sent to UVM senior leaders that also included a link to the longer version. The longer version provides more information and context to the points made in the shorter version. A motion was made to approve the 2014 Staff Council Annual Update, and seconded. With one abstention, The 2014 Staff Council Annual Update was approved.

Officer’s Update

The full Officer’s update is posted online on the President of Staff Council’s webpage.

Staff Council Leadership Meeting with University President

Staff Council leadership met with President Sullivan on May 5th. Items discussed included the transition of Staff Council leadership since the President and Vice President terms are concluding, FY14 Staff Council Annual Update, and the Staff Council Survey. Also discussed was the Faculty Salary Equity Review, and mention that UVM plans to conduct a similar review for UVM Staff in the fall of 2014.

Staff Council leadership met with Gary Derr, Vice President for Executive Operations for their regularly scheduled meeting. Items discussed included the UBAC Cost Share and the upcoming meeting with the Vice Presidents of HRS and Finance on May 12th. Staff Council leadership updated VP Derr on both the Staff Council Representative Election Results and the Officer elections slated to occur May 7-14.

Board of Trustees Meeting

Catherine will present the Staff Council report to the Board of Trustees at the May 16, 2014 during the Committee of the Whole.

President’s Our Common Ground Staff Award

The six winners were announced and an Awards Breakfast was held on May 5, 2014. The six inaugural honorees were: Patrick Brown, Jeff Bukowski, Rodman Cory, Annie Cressy, Leslye Kornegay and William Valliere. Staff Council is pleased to celebrate two honorees from within our ranks.

Staff Council Representative Elections

Staff Council Administrator Jeff Bukowski reported that we will be bringing on 16 new Staff Council Representatives this fall. A total of 17 individuals were elected, re-elected, or appointed. There will be 38 Representatives and members of Staff Council in FY2015. This will be the largest Staff Council to
date with the most representation across units thus far. Of particular note was the increase in representation from the College of Medicine. He also reminded those who will be ending their terms to think about serving as a committee member moving forward. Staff Council Officer Elections will begin the following day and staff will have a full week to vote. Please remind staff in your unit or departments to vote.

**Chris Lucier, VP for Enrollment Management**

Chris reviewed the Division of Enrollment Management’s focus areas and progress under his leadership over the last seven years. This included the increase in ALANA students to 10%, the increase of international students through the Global Pathway Program and other initiatives, and the growth in the UVM’s selectivity and number of applicants. With his departure from UVM on June 15, 2014, John Ryan, Director of Institutional Research, will be interim VP for Enrollment Management and has worked with Enrollment Management because of his position with Institutional Research. Chris answered several questions. One question focused on the estimated incoming class in Fall 2014 and its impact on the University budget. He indicated that numbers were below target and the President and Provost have been made aware of this information and are factoring this into the building of the FY2015 budget. The second question was about balancing President Sullivan’s vision of a lower student to faculty ratio but at the same time asking for more selectivity in applicants for this incoming class. Fall 2014 classroom size ratio will be lower, on average more likely around 15.5 or 16 students per class. Chris indicated that selectivity was higher for this incoming class as compared to other classes and that may have impacted the overall numbers of incoming students.

**Adjournment**

Catherine made a motion to adjourn. The motion was seconded and adopted. The meeting adjourned at 1:28pm.