PRESENT: Marilyn Baker, Jeff Bukowski (Ex-officio), Erica Caloiero, Patricia Forguites, Terri Goddard, Carol Gross, Mark Hall, Eric Hoefel, Eileen Kristiansen, Rita Lemire, Aliza Mansolino Gault, Sharon Mone, Michelle Smith-Mullarkey, Thi Nguyen, Sean O’Brien, Jon Reidel (Vice-President), Mary Reilly, Mary Schliecker-Brigham, Nelson Sears, Marie Tiemann, Diane Trono (Council Coordinator), Beth Walsh (President), Susan Williford, and Cat Woodward.


GUEST: Al Turgeon

Beth Walsh called the meeting to order at 12:07 p.m. Council members introduced themselves; they announced which unit they represent and in which department they work. They also indicated on which Council committees they currently serve and have served in the past.

ACCEPTANCE OF MINUTES – The June 2, 2009 minutes were approved written.

OVERVIEW & DISCUSSION – Beth Walsh

Beth Walsh provided an overview of two pending policy statements (created in accordance with Council Bylaws) that she anticipates coming before the Council for a vote in September, a request for nominations to Council Executive Board and Campus Climate Survey Working Group, several staff-related announcements, an announcement regarding the Council’s upcoming retreat, and introductions as the Council begins business in a new fiscal year.

The importance of attendance at Staff Council meetings was reviewed as it relates to the Absenteeism Policy Statement. In order for Council members to represent their unit, to participate in discussion and to ensure that a quorum is reached, attendance is important. Council members were asked to notify the Staff Council President or support staff (at least 12 hours in advance) when they anticipate being absent from a meeting and encouraged to designate a coworker to attend a Council meeting on the member’s behalf. The Absenteeism Policy Statement explains that missing three consecutive Council or Standing Committee meetings, without providing notification, may result in being removed from their representative seat. Communication was emphasized, as it related to work or personal scheduling conflicts to make certain the Council member’s responsibility was both supported and honored.
The Working Relationship Policy Statement provides guidelines for Staff Council communication both internally and externally. For an effective Council, members are asked to separate their personal view from those of the Staff Council; to utilize the Staff Council Office for assistance with official communications; and to go through the Staff Council Office as a liaison to senior administration with questions and concerns. Council members were encouraged to be outspoken, but to identify personal opinions apart from the Council’s position. Beth Walsh emphasized that the intent of these instructions is not to curb, but organize and strengthen the voice of staff, through Staff Council.

ANNOUNCEMENTS & CORRESPONDENCE – Jeff Bukowski

The Staff Council Office will be moving shortly. The new office will be located down the hall in Waterman 313 and we will retain Waterman 305 as our conference room.

The deadline for Staffline submissions for the September issue is August 14th; Staff Appreciation Week will take place September 21-25; Ski Season Passes are now available through the Staff Council’s website; a Boston Bus Trip is planned for September 19th – the cost for UVM employees and retirees is $32 and $37 for non-UVM employees and the deadline for sign up is Monday, August 31st; Tire Warehouse, Climb High ~VT’s Outdoor Specialists, and Chappell’s Florist are now extending discounts to UVM employees and retirees. These announcements are included in this month’s Staffline and they are posted on Council’s website.

UVM’s Office of Procurement has notified Staff Council that AT&T Wireless will be extending a discount to UVM employees. Once the discount details, including a discount code, are available we will announce it in Staffline.

The deadline for nominations for a Council representative to serve on the Campus Climate Survey Working Group is end of business today, August 4th; a previous announcement requesting nominations was made Tuesday, July 28th. Time commitment for this committee includes four one-hour meetings this fall and the Group will reconvene in the spring to review the draft report from the survey. Participation on this committee would be in addition to current Staff Council responsibilities.

PRESIDENT’S UPDATE – Beth Walsh

The Council is seeking nominations of two Staff Council representatives, who are not chairs of committees, to participate on the Council’s Executive Board. The Board meets monthly, on the fourth Monday of each month from 12:15 to 1:30 p.m. Participation is in addition to current Staff Council responsibilities. The deadline for these nominations is August 14th. Executive Board candidates shall be elected at the September Staff Council meeting.

Council President Beth Walsh announced she had attended an Executive Meeting with President Fogel, where he focused on the high quality of the incoming first-year students. She also reported
meeting with Bill Ballard, Jim Barr, Mary Provost, Rita Lemire, Michelle Mullarkey, and Jeff Bukowski on the topic of UVM/FAHC parking. Without consulting the Transportation & Parking Services Advisory Committee (TAPSAC) and staff, the University has leased additional parking space to the FAHC. Staff Council was assured by Bill Ballard, Assoc. V.P. for Administrative and Facilities Services that TAPSAC will be engaged in future discussions and decisions that affect the availability of parking on campus.

Beth Walsh will participate in Convocation on Sunday, August 30th. She encouraged staff to participate in this celebration, alongside administrators, faculty, staff and students as they usher in the new academic year. She also invited staff to participate in “Move-In Day” on Friday, August 28th. Those interested should contact Pat Brown, Director of Student Life.

On Thursday, August 20th (11:30 a.m. to 1:30 p.m.), Beth Walsh will host a Staff Council Outreach Table in the Given Courtyard Square, College of Medicine. This effort supports staff learning about Staff Council, providing information to help staff get involved, allowing staff to bring forth questions and ideas for Staff Council, and it provides an opportunity for staff to voice their concerns regarding staff at UVM.

**GOALS/RETREAT – Beth Walsh**

A Staff Council Retreat is scheduled for Tuesday, September 29th, from 8:00 a.m. to 12 noon. The location is not yet confirmed. With the exception of last year, the Council has held and utilized the annual retreat for the purpose of discussing and setting annual goals. The idea for this retreat is to further support the organization and goals of the Staff Council.

Staff Council goals that have been talked about for fiscal year 2010 include: making our standing committees more efficient; establishing greater transparency and information sharing across campus, (i.e. situations across campus that could have benefitted from staff input but did not receive any) and outreach to other Vermont colleges about staff governance. Beth Walsh would also like to see recommendations put forth concerning consistent supervision, evaluations and compensation across campus. Council members were asked to begin thinking about their ideas or concerns in anticipation of the retreat.

The next Council meeting is scheduled for Tuesday, September 1, 2009, 12:05 to 1:30 p.m. in the Livak Ballrooms, 4th Floor Davis Student Center.

The meeting was adjourned at 12:50 p.m.