UVM Staff Council  
September 4, 2012  
12:05 pm – 1:30 pm  
Davis Center, Livak Ballroom

MINUTES

MEMBERS PRESENT:
Brendan Andrews, Renee Berteau (Vice-President), Michelle Chapman, Rodman Cory, Naima Dennis, Jacqueline Drouin, Isis Erb, Mark Hall, Scott Hipko, Laurie Juskiewicz, Troy Krahl, Gwen Landis, Karen Lemire, Robin Lockerby, Sharon Mone, Joanne Montanye, Mary Parent, Holly Pedrini, Parvin Pothiawala, Judy Riani, Ida Russin (Immediate Past-President), Karmen Swim, Catherine Symans (President), Wayne Tetrick, Marie Tiemann, Nicole Todd, Lynn Tracy, Floyd Vilmont, Susan Williford

MEMBERS ABSENT:
Ann Barlow

ALSO PARTICIPATING:
Jeff Bukowski (Ex-Officio), Staff Council Administrator  
Diane Trono (Secretary), Staff Council Office Coordinator

GUEST:
Tom Sullivan, President, University of Vermont

Staff Council President Catherine Symans called the meeting to order at 12:07 pm

PRESIDENT TOM SULLIVAN ADDRESS TO STAFF COUNCIL

President Sullivan addressed the Council with an overview of what he has focused his time on since his arrival at UVM; he talked about his first 100 days on the job and spoke about his priorities as president. He reported that, since arriving at UVM, he has spent half his time on campus and the other half traveling around Vermont. His primary purpose has been to listen to both internal and external constituents. President Sullivan has spent time on campus, meeting with each of UVM’s deans, and the faculty and staff in each college. Thus far, President Sullivan reported traveling to nine of Vermont’s fourteen counties where he listened to several constituencies (community leaders and alumni) share their vision for the University of Vermont and how to strengthen the relationship between UVM and the State of Vermont.

President Sullivan identified four areas where he feels he should focus his attention (as reported on the President’s website) and they are:

1) to promote financial access and affordability for our students by ensuring that our tuition remains reasonable and competitive, while being mindful of any debt that our students may incur as they complete their studies within four years;

2) to ensure that the University has a rich curriculum that balances a first-rate educational experience for all of our students from the theoretical to the practical application of new discoveries and ideas;


3) to support a research infrastructure and facilities that will enable our great faculty and researchers to discover and transmit new knowledge for the betterment of society and resolution of difficult societal problems; and finally,

4) to promote economic development and to support workforce needs throughout Vermont, working closely with political and business leaders to ensure that the University of Vermont is the economic engine of the state. We also will embrace the internationalization and diversification of the University, while at the same time encouraging administrative efficiencies in every task, so that the resources of the University will be aligned closely with UVM’s highest priorities and goals. No university or institution can advance excellence unless it continues to make wise and important investments that are strategically consistent with its mission and goals. Cost-cutting alone will not bring innovation, creativity, and imagination. There must be important new investments that will take us to an even greater level and intensity in promoting innovation, research, and excellence in teaching and learning. The result will be a greater academic distinctiveness and reputation.

President Sullivan focused on the thread that runs through all four goals, enhancing excellence and quality. He shared how UVM’s reputation has been built around the undergraduate experience, and how more attention needs to be given to expanding UVM’s graduate program. If UVM is to be a small, premier research institution, we must acknowledge that there is an inextricable link between UVM’s graduate program and its research.

The President’s time has also been spent fundraising in Massachusetts, Connecticut and New York. UVM is in the quiet phase of its next very large and bold Capital Campaign. This money is needed to realize dreams, to address the lengthy list of deferred maintenance, and to continue to be a talent magnet for faculty and staff.

Before concluding with a Q&A session with Staff Council Representatives, President Sullivan shared how he plans to make sure UVM has human resource policies and practices in place that are practical, salaries that are competitive, and a place to work that is pleasant (addressing deferred maintenance), all in an effort to support UVM staff and faculty.

Questions focused on salary concerns around the fairness of compensation for staff in comparison to faculty, the future of the Strategic Initiatives Project (SIP) and what will be implemented, the role of Extension throughout the state of Vermont, and the importance of online education.

ACCEPTANCE OF MINUTES

The August 7, 2012 Draft Minutes were approved with one abstention.

STAFF COUNCIL PRESIDENT’S UPDATE

Council President Catherine Symans participated in Convocation along with 2400 first year students. She also attended the first meeting of all the Staff Council committees except one, due to vacation. Catherine enjoyed this opportunity to meet the committee members and learn about their potential work and goals for the coming year.
At the August Leadership Meeting with Vice President for Executive Operations and Chief of Staff, Gary Derr, the focus was on Staff Council’s education outreach campaign and information regarding the union election including dates and location of the election. The Council’s leadership was advised to direct any questions concerning the election to the Vermont Labor Relations Board (VLRB). Detailed information can be found on the Informed Choice website.

The Staff Council Officers’ first quarterly meeting with Associate Vice President of Human Resource Services, Barbara Johnson, focused on a number of issues including union organizing updates, post-retirement medical benefits (no change), performance appraisals which are still on schedule to be up and running within the next year and a half as UVM move towards a People Admin upgrade, and the work of Human Resource Services in the 2012-13 academic year. Also discussed was the grievance and mediation policy and comprehensive diversity professional development, but there were no new developments. In response to our inquiry as to how Staff Council could provide support to the work of the University Benefits Advisory Council (UBAC), Associate Vice President Johnson suggested that a major initiative in which the Staff Council could be involved is the creation of a smoke-free/tobacco-free campus at UVM. This three-year project, in collaboration with Fletcher Allen Health Care, will need a campus-wide working group and will actively involve University governance groups. Associate Vice President Johnson referred us to The University of Michigan’s website that documents their process for becoming a smoke-free campus. Other initiatives of the UBAC will include marketing health and wellness with “Know Your Numbers” and promotional communications regarding hearing and dental benefits.

As Staff Council President, Catherine attended her first Board of Trustees Executive Committee Meeting on August 10th. President Sullivan reported, by phone, on his numerous meetings and “listening sessions” with legislators, trustees, civic and development constituents and alumni since arriving at UVM in July. The President reported that the major themes from his visits have included requests for more Extension and Continuing Education opportunities, more contact in respective counties especially in the southern part of the state, and a general reaching out beyond the Burlington area. Refer to the Board of Trustees Executive Committee website for the complete agenda and resolutions. A complete Staff Council President’s report for August 2012 can be found here.

ANNOUNCEMENTS

Education Outreach Campaign

An update about the date set for the Vermont Labor Relations Board Election for a potential collective bargaining group was discussed. Staff Council continues with its education outreach campaign to encourage those eligible staff members in the Administrative, Technical, and Specialist job families to vote in the upcoming election so their voice is heard. Posters were distributed for Representatives to post in their office areas encouraging staff to educate themselves on this matter. Additional print and email materials will be distributed in advance of the election on September 18 and 19, 2012 in Marsh Lounge of Billings Hall.

Discount Ski Season Passes
Discount Ski Season Pass sales to several local mountain resorts are now on sale. All purchases can be made online through each resorts' website. More information can be found on the Staff Council’s website [here](#).

**Buy Local Coupon Book**

The Buy Local Coupon Book is available in the Staff Council Office for $14 and will be on sale until early December or while supplies last.

**Staff Appreciation Week**

Staff Appreciation Week will be celebrated the week of September 10, 2012. The Social on the Green will be on Monday, September 10th, the Second Annual Art Exhibit Reception will be held on Tuesday, September 11th, the 10 years of Service to UVM luncheon will be held on Wednesday, September 12th, and the Staff Recognition Dinner for those celebrating 15 or more years of service to UVM will be held on the evening of Thursday, September 13th.

**Second Annual UVM Staff Art Exhibit**

This event will be held during the month of September in the Livak Fireplace Lounge of the Davis Student Center. A reception is planned for Tuesday, September 11th. A volunteer sign up sheet was distributed along with flyers announcing the Exhibit and Reception. For more information visit the [Staff Art Exhibit](#) website or contact the Staff Council Office at [Staff.Council@uvm.edu](mailto:Staff.Council@uvm.edu) or 656-4493. This event will coincide with other Staff Appreciation Week celebrations.

**Staff Council Retreat**

The Staff Council Annual Retreat will be held on Tuesday, September 25th. A sign-up sheet was distributed among Representatives to identify what times the majority of people would be available to participate. Determinations about time will be made in the near future.

**Staffline:**

The submissions deadline for the October edition of *Staffline* is Friday, September 14, 2012. This edition will be distributed on Monday, October 1st.

**CONFIRMATION OF STANDING COMMITTEE CHAIRS AND VICE CHAIRS**

The Standing Committee Chairs and Vice Chairs elected in August at each committee’s first meeting were confirmed by the unanimous vote of the Council. Standing Committee Chairs and Vice Chairs for the academic year 2012-2013 include the following:

**CBB – Compensation, Benefits, and Budget**

- Chair: Rodman Cory
- Vice Chair: Troy Krahl
OAUE – Outreach, Assessment, and University Engagement

- No Chair or Vice Chair was elected, but there are individuals interested who needed to check in with supervisors and should have confirmation for the next meeting as to whether they can serve in this capacity.

PPDOE – Personal and Professional Development & Occupational Environment

- Chair: Sharon Mone
- Vice Chair: Laurie Juskiewicz

Social

- Chair: Karen Lemire
- Vice Chair: Marie Tiemann

STANDING COMMITTEE REPORTS

The Standing Committee Chairs and Vice Chairs did not expand on their previously submitted reports. A copy of these reports from September 2012 can be found on the Minutes page of the Staff Council webpage here.

NOMINATION/APPOINTMENT OF TWO STAFF COUNCIL REPRESENTATIVES TO THE EXECUTIVE BOARD

Staff Council Vice President Renee Berteau asked for nominations for two additional Representatives to serve on the Staff Council Executive Board with the Council President, Vice President, Immediate Past President, Standing Committee Chairs and Vice Chairs. Robin Lockerby and Isis Erb self nominated for this opportunity. Both were unanimously approved to serve in this role.

NOMINATION/APPOINTMENT OF ONE STAFF COUNCIL REPRESENTATIVE AS PARLIAMENTARIAN

Staff Council Vice President Renee Berteau asked for nominations for one Representative to serve as Parliamentarian. Naima Dennis self nominated for this opportunity. She was unanimously approved to serve in this role.

OTHER BUSINESS

The next Staff Council meeting will take place in the Livak Ballroom located on the fourth floor of the Davis Student Center, Tuesday, October 2, 2012 at 12:05 p.m.

ADJOURN

The meeting was adjourned at 1:25pm