UVM Staff Council  
September 06, 2016  
12:05-1:30 p.m.  
Livak Ballroom, Davis Center  
Minutes  

Members Present: President Karmen Swim, Vice President Bethany Wolfe, Brendan Andrews, Jeremy Arenos, Nancy Bercaw, Bob Bolyard, Kristen Cellla, Laura Clayton, Jessica Deaette, JoAnne Dearborn, Mary Dunne, Caleb Gilbert, Gwen Landis, Anita Lavoie, Lyndelle LeBruin, Cindy Lee, Stephanie Loscalzo, Steve Lunna, Noël McCann, Gabriela Mora-Klepeis, Michael O’Sullivan, Jeanna Page, Holly Pedrini, Shirley Pine, Parvin Pothiawala, Bill Valliere, Amy Vile  

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

Members Absent: Valerie Carzello, Jen Cournoyer, Monica Devino, Jean Evans, Nick Hall, Katrina Preiss, Judy Riani,  

Also Participating: President Tom Sullivan, VP of Executive Operations, Gary Derr, Staff Council Assistant Amy Gilman, and audience member Clarie Robinson-White, Geography  

Call to Order  

Karmen Swim called the meeting to order at 12:05 p.m.  

President Sullivan Address and Q&A Period  

President Sullivan expressed gratitude to the council and reiterated how important staff are to the ability for this university to operate, as well as the important role that staff have in student’s lives and experience while pursuing college. He mentioned the regular communication that occurs during Staff Council leadership meetings on a regular basis. At that point he took questions. The first question was regarding legislation of $15/hr. minimum wage and the Fair Labor Standards Act - what is UVM’s plan to adjust for these in a fair & equitable way? President Sullivan and Wanda Heading-Grant have already worked on who and what categories of employees are effected. Some adjustments up for non-presented staff already occurred but he reported that unions representing staff effected wanted control of any positions’ movement. President Sullivan pointed out that both are unfunded federal mandates so we’ll have to assume those expenses. The next person stated how Staff Council needs to be brought in earlier and be made more aware before big announcements go out. President Sullivan said Staff Council leadership discussed this with him just prior to today’s meeting and has confirmed that SC leadership will be seeing early drafts and be in the loop sooner. He’s making that change. The next question was to President Sullivan directly. What is your greatest challenge in this job and how can staff help? His challenges include the following: Financial for sure, this year being an election year there is uncertainty with outcomes both at state and federal level – it’s unknown the effect to the budget. He continues to be concerned about the wellbeing and prevention of alcohol/drug use of the student population, as well as campus safety for all. The last question was regarding staff member’s work life balance and what is being done? President Sullivan discussed the popularity of the WE concept on campus for students and that eventually it would be nice to emulate or share some of those resources out to staff.  

Approve Draft Minutes from August 2, 2016  

A motion was made and seconded to adopt the August 2, 2016 Council minutes. With no edits and no discussion, the minutes were adopted.
**Vote to Confirm Standing Committee Chairs & Vice Chairs**

Karmen announced the names of the chairs and vice chairs that have stepped forward to serve this year on their respective committees. A motion was made with no discussion the leadership was approved.

**Staff Council Committee Work for 2016-2017**

**CBB** – the committee wants to continue work with the salary merit/increases process and structure. They wish to include a HRDMA rep on a regular basis for greater collaboration and feedback. They also hope to discuss whether Town Meeting could be a UVM day-off. This will be brought up at the quarterly meeting with HRDMA leaders. Continuing work around being able to offer, as optional benefits, both short-term disability and pet insurance.

**Outreach** – the committee discussed changing the timing of the SC Annual Survey a bit. This group hopes to do more “meet & greet” w/ administrators and maybe do a few written interviews as well.

**PPD** – this committee discussed about the concept of a central fund to be used towards professional development for staff. To continue to help and create a culture of support for supervisors. Continued work with Transportation & Parking regarding the waitlist process and more transparency.

**Social** – this committee is planning a November 12, 2016 bus trip to central VT to a very popular sock sale and a road side stop on the way back for lunch & to purchase VT food products. A date for Skate Night is being researched for winter. Plans for the Holiday Bazaar & Food Drive will begin soon. Tables are currently available for rental. For details: https://www.uvm.edu/~stffcncl/?Page=holidaybazaar.html

**Officer’s Update**

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

Karmen attended all committee meetings with the exception of Social Committee. SC leadership had meetings with Gary Derr, Audit Services regarding tuition remission usage, Kate Bedell from HRS regarding performance management and exit interviews and staff council Executive Board.

**Staff Council Retreat**

The retreat will be October 4, 2016 - 10:30-11:40am. Staff Council reps and leadership will participate.

**Other Business**

Reminder to volunteer to help at the Staff Council table at Staff Appreciation Week. We will be answering questions and serving a 45th Anniversary cake.

**Adjournment**

Karmen asked for a motion to adjourn. The motion was seconded. Meeting adjourned at 1:20pm.