Summary of Staff Council Meeting

October 4, 2011

The Team Lead for Human Resource Learning Services, Tara Messier, presented Staff Council with an overview of the many new programs in place for staff skills development at UVM. Other Council business included the approval of the September 6, 2011 Council minutes, and several announcements by Ida Russin, Council President and Jeff Bukowski, Council Administrator.

Human Resource Learning Services Presentation – Tara Messier, HRS Team Lead

Based on recent surveys and under the leadership of Tara Messier, HRS Learning Services has expanded their offerings from basic to advanced topics and developed an array of courses that address staff requests for more software training. HRS Learning Services Courses that are available on a monthly basis throughout fiscal year 2012. Course descriptions and offerings can be found online at www.uvm.edu/hrs/learn and may be researched by level and by topic. Tara also welcomed staff to visit the e-Learning Resources Page, where there are hundreds of online training classes, tutorials, and other types of learning resources (podcasts, webcasts, etc.) are available. Some are free of charge while others do have fees. Other free web-based resources include 100 Microsoft e-learning courses on Word, Excel, PowerPoint, Access, Project and Sharepoint. To enroll in these e-learning classes, contact HRSInfo@uvm.edu for an access code with detailed instructions on activating your account.

Tara welcomed additional ideas as well as feedback regarding current offerings. She shared that she is currently working to identify future offerings that will address the personal and professional aspirations of those staff members wishing to advance careers at UVM.

Ed@UVM, formerly known as MAZE, will re-emerge in March 2012. The goal for ED@UVM is to provide ‘real’ skill-building opportunities for staff, with offerings that take into account multi-level skill sets.

Council President’s Update

Staff Council President Ida Russin reported that the Board of Trustees’ Annual Review Sub-Committee is discussing the existing executive compensation policies and procedures to determine what can and cannot go into executive compensation packages. She will continue to update the Council on this committee’s work.

UVM’s administration is in the process of drafting a “Statement of Expectations and Commitments in the Workplace,” with the assistance of UVM’s General Counsel. This statement will include the principles and values outlined in Our Common Ground, and serve as an umbrella statement that will list UVM’s policies and procedures with which UVM employees are expected to comply.
New Hampshire’s Keene State College’s (KSC) Staff Advisory Council has contacted UVM’s Staff Council Office to ask if we have a “Policy of Expectations” with UVM Administration. Ida has tasked Staff Council’s Executive Board to look into what purpose would a Policy of Expectations (between Staff Council and UVM Administration) serve. The Executive Board has agreed to investigate this matter further by looking at other Staff Councils to see if they similar policies.

**Announcements**

Council Administrator Jeff Bukowski announced the submissions deadline for the November edition of *Staffline* is Friday, October 14, 2011. The Staff Council Office is currently selling discounted Season Passes for three area ski resorts. The Social Committee is sponsoring a Boston Bus Trip on October 22nd (SOLD OUT). This year’s Holiday Bazaar will take place on Thursday, December 1st and we are now accepting table rental forms for those who wish to participate by selling their crafts (12 TABLES REMAIN AVAILABLE).

Staff Council is planting approximately 300 Daffodil bulbs in celebration of our 40th Anniversary at UVM as a way of giving back to the institution and beautifying our campus. We are looking for staff volunteers to assist with this effort on Friday, October 14 beginning at 2pm along the north and south sides of Main Street next to Living/Learning and Jeffords. We will be planting light rain or shine and the help of you and your colleagues would be greatly welcomed and appreciated. If you or colleagues would like to participate, please contact the Staff Council Office at Staff.Council@uvm.edu or 656-4493.

**Other Business**

The next Staff Council meeting will take place in the Livak Ballrooms, 4th Floor Davis Center, Tuesday, November 1, 2011 at 12:05 p.m.