Members Present: President Renee Berteau, Vice President Johanna Brabham, Jeremy Arenos, Bob Bolyard, Jen Cournoyer, Jessica Deaette, JoAnne Dearborn, Christine Farnham, Kate Ford, Nick Gingrow, Wendy Koenig, Gwen Landis, Noël McCann, Jeanna Page, Holly Pedrini, Shirley Pine, Parvin Pothiawala, Katrina Preiss, Susan Skalka, Karmen Swim, Amy Vile, Bethany Wolfe

Ex-officio: n/a - Staff Council Administrator

Members Absent: Brendan Andrews, Valerie Carzello, Sarah Childs, Amy Coffey, Mary Dunne, Jean Evans, Nick Hall, Anita Lavoie, Lyndelle LeBruin, Steve Lunna, Gabriela Mora-Klepeis, Judy Riani, Bill Valliere,

Also Participating: Connie Russell, Custodial Services and Staff Council Assistant Amy Gilman

Call to Order

The meeting was called to order at 12:05p.m.

Campus Planning & Management Campus Construction Update

Michelle Smith, Green Building Coordinator from UVM Campus Planning & Management provided Staff Council representatives with a current status on each of the capital improvement projects around campus, the timelines, and the expected completion dates. Also discussed were the altered walking routes and bus routes. The group was able to ask questions about the various construction projects.

Approval of Minutes

A motion was made and seconded to adopt the October 6, 2015 Council minutes. With no further edits and no further discussion, the minutes were adopted. Two representatives abstained as they were not at the October Council Meeting.

Public Comment Period

No public comments were made.

Debrief & Discussion of the Campus Planning & Management Campus Construction Update

Thoughts shared after hearing the Campus Construction Update. Campus Planning & Management might want to do some “brown bag” lunches to share the same information with larger groups on campus or do updates later on as project progress.
Officer’s Update

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

- Internal Staff Survey - Analysis has taken place and shared with SC Leadership. We hope to bring the information back to share with the Council in January.
- Vision Statement Work - Feedback from Jeff after the October small group work was that it was crucial that the vision statement represents the Staff Council ideal working environment and outcomes. Renee has invited Tara Messier to facilitate more work on this with the Council in December as we continue to work on this statement. Renee has also gathered examples from Staff Councils from other institutes of higher education.
- Leadership Retreat (Friday, October 30, 2015) – Staff Council leadership was in attendance. Wanda spoke about Professional Development at UVM. President Sullivan has made it a priority to improve professional development for staff and faculty. Jim Vigoreaux is doing this work on the faculty side. Jim expressed the need to have a robust development plan as a part of faculty annual review, and better coordination of the process and what improvements they’ve seen since the last review. This would be the same sort of model that staff need. It was implied during the presentation that staff already have development plans as part of their review, but that is not yet the case for all staff. SC Leadership will revisit this topic with President Sullivan around Thanksgiving time; they will also discuss this with Wanda Heading-Grant in the Quarterly HRDMA meeting in December.

Standing Committee Reports

Social Committee gave updates about Holiday Bazaar taking place on December 2, 2015. A reminder that the UVM Benefits Fair will take place on Nov. 5th in Memorial Lounge, and Benefits Open Enrollment will begin shortly. For Staff Council Representatives, if you are able to sign up for a one hour slot to help do tabling at this event it would be appreciated.

Other Business

We’re not able to make any kind of office transition announcement at this time. We will let you know as soon as we have final confirmation and start date information for the new Staff Council Administrator.

Staff Council Representative “Roundtable Work”: Renee asked the group to answer on paper, what outreach efforts have proved to be successful in your individual units? What barriers exist? This input was given to the Staff Council office, who will map out representative units, the unit sizes (small, medium, large) and the comments. Then we can sort by unit sizes to see if there are any trends or ideas to share with others in similar sized units. This information will be shared back with representatives.

Adjournment

Renee made a motion to adjourn. The motion was seconded and adopted. Meeting adjourned at 1:30pm.