PRESENT: Marilyn Baker, Lisa Blanchet, Ernie Buford, Jeff Bukowski (Ex-officio), Marty Burrows, Rodman Cory, Terri Goddard, Carol Gross, Mark Hall, Eric Hoefer, Eileen Kristiansen, Jennifer Larsen, Scott Lewins, Aliza Mansolino Gault, Sharnel Martelle, Sharon Mone, Joanne Montanye, Thi Nguyen, Mary Parent, Jon Reidel (Vice-President), Mary Reilly, Mary Schliecker-Brigham, Nelson Sears, Michelle Smith, Todd Stewart, Marie Tiemann, Diane Trono (Council Coordinator), Beth Walsh (President), Susan Williford, and Cat Woodward.

ABSENT: Patricia Forguites, Rita Lemire, and Rob Rohr.

GUESTS: Kim Howard - Director of International Education, Pattie McNatt – CEMS, Laura Megivern - Graduate Student, Joe Russell - Graduate Assistant in the Office of the VP of Enrollment Management on the U.S.-Sino Pathways Program at UVM, Al Turgeon - VPFES

Beth Walsh called the meeting to order at 12:12 p.m. and introduced Kim Howard and Joe Russell, who provided a presentation on the U.S. – Sino Pathways Program at UVM.

Joe Russell explained that the U.S.-Sino Pathway Program (USPP) is a newly formed partnership between the Consortium of North American Universities (CNAU), comprising Baylor University, Northeastern University, the University of Utah and the University of Vermont, and global education service provider Kaplan China. The program will provide a pathway for Chinese students to pursue undergraduate studies in the U.S. The first cohort of USPP students will arrive at UVM in June 2010 and begin with a 10-week Summer Bridge program directed by two UVM faculty: Assistant Professor Tao Sun and Research Assistant Professor Ned McMahon. UVM aims to enroll 40-60 Chinese undergraduate students in Fall of 2010. They will have support from resident assistants, three program assistants and teacher assistants to help them adjust to life in Vermont, their course work and the American university system. Kim Howard welcomed direct inquiries by phone or e-mail by staff and faculty.

ACCEPTANCE OF MINUTES

The November 3, 2009 minutes were approved as presented.

COMMITTEE REPORTS

Recreation Committee chairperson, Marie Tieman reminded everyone that the annual Holiday Bazaar will take place Thursday, December 3rd in the Davis Center Grand Maple Ballroom from 9:00 a.m. to 3:00 p.m. Forty vendors, comprised of staff, faculty, retirees, and alumni, all artisans, will have their hand-made items on display. This year marks the first time a Food for the Chittenden County Emergency Food Shelf Drive is tied to the Council’s Holiday Bazaar. To promote this effort, the Recreation Committee will give one free Raffle Ticket to each person who makes a non-perishable food donation.

UNIVERSITY POLICY STATEMENTS – Council Review and Comment

Two Proposed Draft Policy Statements were distributed with the Staff Council Meeting Agenda on 11/24/09. They included the “Missing Student Policy” and the “Acceptable Use Policy.” Council members made several points regarding the Acceptable Use Policy, suggesting that UVM’s HRS and General Counsel Office will need to do a “good job” of educating staff regarding all the implications of the “Acceptable Use Policy” especially as it pertains to the use of one’s UVM email address. Council members were asked by Beth to review these policies and send their comments to StaffCouncil@uvm.edu by Thursday, December 17th.
COMMUNICATION TUTORIAL – Jeff Bukowski

Staff Council Office Administrator Jeff Bukowski provided a brief tutorial on how to communicate out to each representative’s unit via individual UVM listservs. He asked Council Representatives to distribute the monthly Council meeting summaries (sent to Reps by the SC Office) via these listservs. Any questions regarding this request should be directed to Jeff at jeff.bukowski@uvm.edu.

ANNOUNCEMENTS & CORRESPONDENCE – Jeff Bukowski

Jeff announced that the deadline for submissions for the January issue of Staffline is Friday, December 11th; First Night Burlington 2010 Buttons are now on sale, $5.00 for children (age 3 – 12) and $15.00 for adults; Bolton Valley Discounted Season Passes are on sale until December 15th; Lift Tickets (Day Vouchers) for Jay Peak Resort, Smugglers’ Notch, and Sugarbush Resort are now on sale (note, the Staff Council Recreation Committee makes $1.00 for every lift ticket sold).

PRESIDENT’S UPDATE – Beth Walsh

Council President Beth Walsh reported on a meeting with Gary Derr, VP Executive Operations and Chief of Staff, and Jon Reidel, Staff Council Vice President. This meeting occurred without President Fogel because he was out of town. They discussed President Fogel’s recent publication, “Road to Excellence”, the establishment of Graduate Student Senate and SGA as separate governance bodies, and the Transdisciplinary Research Initiative (TRI). Also discussed were concerns raised by staff following the October BOT meeting about the report titled, ‘A Detailed Examination of Executive/Administrative/ Managerial Staffing Levels within the Context of Other Institutional Characteristics’ (The Report).

Beth attended the Campus Leadership Forum where Fran Bazluke discussed a Compliance Program. Beth requested that mandated training for UVM’s employees should be tracked by PeopleSoft/HRS, so that they have this information readily available if they transfer from one department to another. Also discussed was the FY 2011 Budget Update by Richard Cate, where he explained there is a gap in this year’s budget and that cuts being considered will not affect the academic side of the house. Staff Council Representatives were asked to check in with their constituents, asking for suggestions to lower our budget this year, and report those recommendations back to the StaffCouncil@uvm.edu by Tuesday, December 15th. These recommendations will be shared with Richard Cate.

Beth announced appointing and notifying 15 staff members, at all levels, as Staff Advocates. Barbara Johnson, Associate Vice President Human Resource Services, will be announcing the training schedule for the newly appointed Staff Advocates shortly. Once Barbara confirms the appointed Staff Advocates along with their training dates, a link will be posted on the Staff Council’s website listing the Staff Grievance procedures, a list of the Staff Advocates, and a link to the Grievance Coordinator. Although Jeff Bukowski and Diane Trono are not Staff Advocates, they will attend the training to better understand the process.

Retreat follow-up included an announcement that the Executive Board had reviewed and assigned the goals identified at the recent retreat to individual Standing Committees. Progress reports regarding these goals are expected at future Council meetings.

OTHER BUSINESS

Beth reported receiving a Staff inquiry about UVM’s not having an Ombudsman and indicated she intends to look further into this issue and report out shortly. Further concerns regarding ‘The Report’ were raised which Beth committed to relay to senior administration following today’s Council meeting.

The next Staff Council meeting will take place in the Davis Center Livak Ballrooms, Tuesday, January 5th, 2010, at 12:05 p.m. The meeting wasadjourned at 1:30 p.m.