

Staff Council Officer's Report

October 2025

SC LEADERSHIP WITH HUMAN RESOURCE LEADERHSIP

On October 20, 2025, Jennifer, Samantha and Alan, met with Lindsey Melo, Interim CHRO and Adam Boothe, Employee Career Services Partner. Items discussed included:

- Brought the volunteerism day idea to HR. Samantha offered a brief history of what has been done so far. Lindsey is interested in seeing what has been put together to date before moving forward.
- Jennifer brought the concerns of some on staff regarding AI and considerations for staffing levels. Lindsey was clear to state no efficiency efforts have the intent to reduce staff, in fact it will allow staff to be freed from redundant and sometimes tedious work to be engaged in more meaningful work. Opportunities to “upskill” staff to enhance the work being done. Jennifer reinforced the need of transparent communication and messaging as this progressed.
- Job Architecture program is now rolled out to all staff. Looking now into salary ranges within the structure. A lot of work and research going into this piece so it will take a bit of time. Competencies mapping will be done that will assist staff to move to other positions if they wish and if opportunities are available. We will have HR attend an upcoming Staff Council meeting to discuss more fully.
- Adam Boothe filled the newly created position of Employee Career Services Partner. This role will help with staff career development and help guide staff to available tools and resources.
- The Dependent Audit is all but complete. Only a very small handful of staff yet to be heard from, mostly due to leaves, or extended PTO's etc. None of these have had their dependents status changed. 10/1 was the date any unqualified dependents were removed with full knowledge and consent of impacted staff. Lindsey will be working on a close out report soon.
- The role of Retiree and Employee Engagement Coordinator, formerly held by Liv Townsend who has transitioned to Strategic Communications, will not be backfilled. HR determined that there was a lot of crossover with the position and what many others in HR were already doing. A prime example is the interaction with retirees regarding benefits when there are already benefits advisors in HR. Since there was only 1 point of contact, if this person were very busy or on PTO, the retiree would need to wait. Now, there are 3 benefit advisors that can be contacted. While they are not dedicated only to retirees, this will help with more timely responses to issues. Yet to be determined is the management of the Staff Appreciation week and the Our Common Ground process

moving forward. Jennifer took a moment to be sure care and mindfulness was taken with both especially the OCG process being the only UVM wide staff recognition award.

- Search firms are being engaged to fill the vacant CHRO position formally held by Chris Lehman. It is very likely this process will not hit full stride until after the holidays.

SC LEADERSHIP WITH CHIEF OF STAFF TO THE PRESIDENT

On October 21, 2025, Jennifer, Samantha and Alan met with Johnathan D'Amore, Chief of Staff to the President. Items discussed included:

- Jennifer shared the response from T&PS on the College Street Shuttle
- Jennifer reviewed the first meeting with new Interim HR Leadership, Lindsey Melo and the progress on the Volunteerism initiative. Jonathan mentioned other similar initiatives from other corners of campus that may help with the process, more to come
- We discussed inviting the Board of Trustees Chair to a spring semester Staff Council meeting. Jonathan was very open to this since we have done this in the past. The Staff Council office will make arrangements.
- Jennifer floated the idea of possible additional recurring leadership meetings with the new CFO and CIO as well as other ideas on how best to engage with these new leaders. There was a lot of discussion on whether more meetings would be time well spent. There may be better, creative ways to do so. Jennifer will bring this as a topic to the next Executive Board meeting
- With the Retiree and Employee Engagement role in HR not being backfilled, Jennifer stressed the importance of continuity of the Our Common Ground Award Program and process and where that will now live as well as the Staff appreciation week of events. Both of these were managed by that role.
- In other business, we discussed the relevancy of CBB producing their annual salary recommendation letter for non-represented staff. Johnathan was encouraging. Details have been forwarded to CBB leadership for consideration

Upcoming Leadership Meetings

- HR Leadership, 11/17/25
- Chief of Staff to the President, Jonathan D'Amore, 11/18/25
- Strategic Communications Leadership, 11/19/25
- UVM President, Dr. Tromp, 11/26/25