

**UVM Staff Council Monthly Meeting Minutes**  
**December 7, 2021**  
**12:05-1:30 PM**  
**Microsoft Teams & Jost Foundation Room – Davis Center**

Please note that the content below is a summary;  
for the full context the video recording of the meeting must  
be referenced, available on the [Staff Council website](#).

**Chair: Jon Reisenweaver**

**Attending:** Barbara Asimwe, April Berteau, Bob Bolyard, Carol Brakenwagen, Kristen Cella, Monika Donlevy, Jenna Emerson, Stephanie Glock, Nichole Hathaway, Cheryl Herrick, Mindy Kear, Garaun McKenzie, Jen O'Donnell, Michael O'Sullivan, Lucie Pecor, Allison Spain, Joe Speidel, Katherine Spence, Bridget Tully, Kenneth Viglucchi

**Ex Officio:** Alan Shashok

**Staff:** Elisabeth Blair

**Minutes Approval**

Meeting Minutes from November were approved.

**Public Comment Period**

A question was asked about whether there is a process established for staff or Staff Council to forward concerns or issues to the new union. The particular concern was supervisors finding a lack of venue or ability to promote their staff. It was suggested that Labor and Employee Relations would be the best department to reach out to.

**Presentation from Tessa Lucey, Director of Compliance Services and Chief Privacy Officer:  
New Compliance and Ethics Reporting Helpline**

Tessa Lucey presented on the current, most up to date compliance hotline and mechanisms, because UVM will have a new hotline vendor starting January 1<sup>st</sup>. An overview of some of the reporting policies was given, as well as the process that occurs after a report is made. A good deal of focus was given to the non-retaliation protection with good-faith reporting, and what that specifically means. The reporting website is <https://www.uvm.edu/compliance/compliance-reporting>. This link will be changed come January 1<sup>st</sup>, 2022. A Q&A was held after the presentation.

**Committee Updates**

**Personal and Professional Committee (PPD)**

Two people were approved for the Staff Council Professional Development fund. They also discussed some ongoing parking issues, as well as accessibility when crossing Main Street as there is currently no noise function in that crosswalk for those who are vision-impaired.

**Community Engagement Committee (CE)**

The Book Club's sign-up form is out, so please do sign up for it (it was in the latest *Staffline*). When you sign up, you may also help select the book. The group is still working on food insecurity and community resources, especially to get time or consideration for staff at the Rally Cat Cupboard.

**Social Committee**

Most of the recent meetings have been spent focused on the Holiday Bazaar, but in the new year they are

considering holding a Paint Night on campus. They also hope to have more information about a winter Daycation at Smugglers' Notch, future shopping bus trips, and a skate night. They are currently holding a winter workspace decorating contest.

### **Officers' Report**

Questions were welcomed about the HRS meeting, the details for which were included in the Officers' Report. There were no questions.

### **Other Business**

- Jokes were shared.
- Katherine McGinn Hall was welcomed as the new Vice President of Staff Council.
- Staff were reminded to enter their vaccination information into PeopleSoft. It takes 3-5 minutes to enter the information. Representatives were urged to reach out to their constituents to encourage them to comply with this requirement in a timely manner.
- It's also important to enter in your remote work plan and to keep it updated. Note that you will need your computer's serial number to complete that form.
- A suggestion was made to have a central place online with all requisite compliance forms, rather than simply having them in emails from leadership. It was noted that UVM Forward website does have a great deal of required links – under Recent Headlines, there are links to policy statements.
- Jon Reisenweaver welcomes thoughts from everyone on ways that Staff Council can assist DEI and Dr. Ahmed with their goals for retention and recruitment.
- All staff members who self-identify as first-generation college students, please [visit the website](#) and learn more about how to join this community as well as support students.

### **Meeting Adjourned**

The meeting was adjourned at 1:00 PM.