

UVM Staff Council
March 5, 2019
12:05-1:30 p.m.
Memorial Lounge, Waterman

Members Present:

President Steve Lunna, Vice President Caleb Gilbert, Heather Allard, Brendan Andrews, Tatiana Andrievskaya, Valerie Carzello, Laura Clayton, Aimee Gale, Cheryl Herrick, Alexandra Howe, Anita Lavoie, Cindy Lee, Stephanie Loscalzo, Deb McAdoo, Marissa Palmer, Holly Pedrini, Katrina Preiss, Jon Reisenweiver, Sherri Rigby, Alan Shashok, Becky Swem, Bridget Tully, Lacey Ure, Amy Vile, Erin Wertlieb

Members Absent:

Kait Bedell, Bob Bolyard, Holly Brevent, Kristen Cella, Jen Cournoyer, Cindy Fonseca, Nick Hall, Miriam Harrison, Mindy Kear, Jessica Lalime, Noël McCann, Michael O'Sullivan, Shirley Pine, Parvin Pothiawala, Travis Perry

Guests:

Jim Barr, Director of Transportation and Parking Services

Call to Order

President Stephen Lunna (SL) called the meeting to order at 12:06 p.m.

Minutes

The minutes from the February 5th meeting were approved.

Officer's Update: Stephen Lunna

Staff Council has been asked to offer 3 minutes of remarks and a small gift at the welcome reception for the new president and his family this Friday, March 8th from 10:30-11:30 in the Davis Center. SL will be giving Dr. Garimella a wooden cutting board in the shape of VT. SL noted that whilst staff may be dissatisfied with the way the search for this position was carried out, it is important to not put fault on Dr. Garimella, as he was the only final candidate willing to be part of an open process.

At the most recent Board of Trustees meeting, a number of contracts with the hospital, which don't affect UVM staff, were voted on. UVM won the Governor's Excellence Award for Wellness for the 3rd year in a row.

The New England Commission of Higher Education's accreditation team will be here the week of March 25th. An open forum for staff will be on Monday March 25th from 4-5pm at the Frank Livak Ballroom in the Davis Center. Staff are encouraged to attend.

Blackboard Jungle will take place March 21st-22nd. Offerings are filling up fast, so staff are encouraged to register soon, and to check with their supervisors, as many departments will cover the registration fee. EDU@UVM will take place during spring break week on March 13/14. It also requires registration but there is no cost. The focus this year is on wellness and happiness at work.

Committee Updates

Compensation, Benefits and Budget Committee:

The committee is currently in catch-up mode, as the February meeting was rescheduled to the beginning of March, then had to be rescheduled again to accommodate a presentation on retirement oversight that will be provided by Greg Paradiso and team. The agenda includes that presentation, a presentation on benefits, and a survey of projected activities for the rest of the academic year.

Personal and Professional Development Committee:

Exit interviews for employees transferring between departments: The committee continues to work on this. One issue they have run up against is that HRDMA doesn't currently have a specific use for that particular data, and while the intent was to present these findings on a yearly basis, no summary is yet available.

Nursing mothers on campus: The subcommittee to address this issue is currently conducting research on the logistics, and costs, of Mamava “nursing pod” apparatuses and are consulting with others who have implemented similar programs. One representative suggested the committee consider parking when thinking about where to put nursing stations.

Performance review process tools: After being asked to condense the information and make it more understandable, HRDMA made numerous changes. Caleb Gilbert (CG) noted that we should look in to how to improve the user experience, as well as to consider what is and is not able to be changed at short notice. As it's part of People Admin, it may be that we can't make large changes. It was also noted that Plant Facilities uses a different evaluation form; currently, departments can create their own individualized form, as long as it is approved by HRDMA. Union employees have to use a specific paper form; they haven't bargained for another.

HRDMA recently moved the date of performance reviews up so that employees have their evaluations done before they receive their pay increase. This was in response to SC raising this issue. The review and increases are still not linked in any way, but at least the optics are less confusing; there can now be the perception that employees are being evaluated before they're informed whether they get an increase or not.

Social Committee:

- The golf outing will take place Friday, August 9th at West Bolton. Details are being worked out.
- Two community service awards were approved - one for the Cystic Fibrosis Foundation, and one for the Colchester High School Project Graduation.
- The winery tour took place on February 16th and was successful. Other planned events:
 - Skate Night on March 22nd: Bring your own skates, bring your kids. There will be hot cider, cookies and a DJ.
 - A cooking class in April filled up within minutes of being announced. The committee is looking into having more of these. Discovery Kitchen said they normally don't do such events but were willing to try, so we will see how it goes and see if we can do some more throughout the year. A representative noted that UVMCM could accommodate a larger group.

- The SC office sold 55 tickets for the *Mamma Mia!* performance in April. Next year we will look into doing a social function before the show at the Flynn next year, with wine, etc.
- UVM will participate in the Corporate Cup again; signups will open with the April Staffline.
- The Lake Monsters game will take place on July 7th.
- In the fall, there will likely be a creative workshop and a Paint & Sip activity.
- The March 19th meeting has been moved to March 28th.

Transportation and Parking Consultancy Process

Jim Barr (JB), Director of Transportation and Parking Services, presented on the many ongoing challenges with parking resource availability. He explained that when the university was planning and constructing more buildings, they did not institute a purposeful replacement plan for parking. However, through JB's outreach and advocacy, creating additional parking on campus is now part of the 5-year Joint Institution Parking Management Plan. A national consultant was hired through an RFP process; chosen from among 4 finalists. After an extensive information-gathering process, speaking to community partners and neighbors as well as the university community (including SC, the Graduate Student Senate, and Richard Watts), they are now drafting a TPS report. JB feels they've captured all of the challenges in the scope of their report, including revenue.

The transportation fee for students covers their transportation costs, but there is no charge for employees for any transportation, on- or off-campus. Parking revenue has historically provided the funding for transportation. However, because many of the parking lots on the periphery of campus are not appealing to UVM employees, the hospital has been using them at a premium price because it's still a deal for them. Although Jim is now taking these parking spaces back, this will mean losing 2/3 of his budget because he's not able to raise the prices to match what the hospital has been paying.

It is expected that the consultant will offer some useful solutions. One recommendation JB knows of will involve creating a system to warehouse student cars that aren't being used, offering those students rides during breaks. Additionally, the size of the overall UVM fleet is going to be reduced, and the fleet will switch to alternative fuel. The Green Fleet Procurement Process is pulling together information about the fleet in one place.

Recent improvements have been made - electric fueling stations have been added in, and handfuls of spaces are added wherever possible. Right now first-year students are not allowed to bring cars onto campus unless there are extenuating circumstances; sophomores may soon also be included in this prohibition. The bike share program was begun. E-bikes will soon replace the 7th Generation and Ben & Jerry's bikes, and there will be twice as many. A representative suggested that a shelter over these bikes would be helpful, to protect from snow. The City of Burlington is currently interested in E-scooters, available on a seasonal basis. UVM is apprehensive and needs to make sure that policies are in place - requiring helmets, etc.

It is an ongoing challenge to make people aware of all the different options available to them, including free buses, free car share membership, free and/or reduced cost carpooling. A new process will be implemented wherein before one can get a permit, one must take a 10-minute informational training about the other options available, in hopes that some will change their mind. This will probably be tested

first on students, and then next year will be implemented for staff.

JB acknowledged that TAPSAC (the Transportation and Parking Services Advisory Committee) tried to do meetings twice a year but they fell off the plate and JB takes ownership of that. There needs to be a new group that exchanges and receives information. Potholes were brought up; the winter has been especially bad, and not just for VT. The pay-by-app system was brought up; those without smartphones are somewhat restricted as to where they can park, but JB noted that although there was a push from the vendor to get rid of credit cards and allow payment only by app, the department is pushing to retain credit card capability. He also noted that with the discontinuation of cash, the department saved over \$13k this year in time and labor. Free parking for retirees was brought up, and JB noted that sometimes a retiree gets another job at UVM but continues to have free parking. This may be solved by offering retirees the "occasional use" passes (with, for example, 12 uses per year) which retirees have to renew which would help give an idea of how often the retiree is using it and whether they are in fact using it to commute to work. Switching retirees to the occasional use plan was part of Staff Council's 2017 recommendation for improving the parking situation and Jim supports this.

A representative asked if there was any chance UVM employees will eventually have to be shuttled in like some hospital employees are. JB responded that this is not in his strategic plan, nor in the consultant's recommendation. He went on to say, however, that his ultimate goal would be to have a parking structure in the back of Doubletree that fits 2000 spaces, and shuttles would go from there to main campus. Parking structures are the most environmentally friendly choice because they take up the least space. He wants to not simply make up for what we've lost but to also anticipate what we're going to lose over the next 10-12 years.

Workshop of Executive Board Proposal for the "Community Engagement Committee"

CG spoke about his vision for this committee. The basic model is "train the trainer". He noted that when people are not inclined to take on leadership roles, they stay on the sidelines, which leaves certain areas isolated and under-resourced. This committee could help some of the constituencies that may not be well represented. We don't necessarily want to aim at getting new people on the committees as much as we want to connect to them. So we'd have subject matter experts who would provide help. For example, an office greening certificate program (lowering the environmental footprint of an office via compost, printing, etc.) might be in place, but the committee would help coordinate and train folks on how to achieve that certification.

This is different from the social justice and training available through Training and Development, because the focus will be on actions and getting into the field, and not on discussion of ideas or ideologies or self-improvement. The focus goes beyond training and towards developing continuity, and building a community of people who can carry on working together beyond one training session.

Individuals have a tendency to specialize in their specific area of interest - for example, someone might be very engaged in environmental sustainability training sessions but may not go to a session on power and privilege. So this would be a place for people to bring these folks with special interests together to exchange ideas and resources.

CG admitted that apart from volunteer coordination, the duties this committee would be tasked with are still nonspecific. He suggested that the first business of the committee would be cleaning their

descriptive language up and getting organized. But the intent here is to encourage folks to *engage*. SL asked for edits and changes; when there is a final version, SC will put it to a vote.

Campus Climate Survey and Staff Council Self-Study

Campus Climate Survey: They were aiming for a 60% response rate, or 10,000 people. As of 3/5/19, 4,755 people had taken it, including 1461 faculty and staff. We've been asked to make a final push before it closes. The more people complete it, the more powerful the results will be for HRDMA and Staff Council. Some incentives are available if you provide your email address.

It is not a survey about climate change so please specify to people in your area.

In coordination with this, and following up on responses received from the Staff Council Retreat, we will be conducting a 3-4 question anonymous survey of identities within the Staff Council. We'll follow that up with investigating ways to be a more representative body of the university.

Call for Professional Development Fund Members

2-3 volunteers are still needed, so please get in touch with the office. We can't start distributing those funds until we have 7 people. You must be serving on another committee in order to serve on this one. A SC member inquired as to whether those funds are available to graduate students serving in a staff-like capacity, such as Resident Director. Meryl believes they are not, but will look into how those students are specifically classified. When the first call for funding applications goes out, we'll make it clear who is and is not eligible.

It was noted that the Staff Council Survey has been pushed back so that all the surveys aren't happening at the same time.

Other Business and Public Comment Period

It was noted that the recent HRS upgrade was a result of SC work. Five years ago SC met with HR and critiqued the manual. An update came out in December 2018, and had been decreased from 700+ pages to 200+ pages. It was condensed and updated, and this was directly due to SC putting it on the table for 3-4 years.

The 2019 Outstanding Staff Woman Award is being awarded by the Women's Center to Meryl St John on Tuesday March 19th.

Our Common Ground awards will be announced in late May and given in June.

Adjournment

CG asked for a motion to adjourn. Meeting adjourned at 1:29 pm.