

University Council

MINUTES

APRIL 22, 2013

1:30 PM

TALENT DEVELOPMENT AND
HUMAN RESOURCES

MEETING CALLED BY	Becky Hoover, Co-Convener
TYPE OF MEETING	Committee Meeting
FACILITATOR	Becky Hoover, Co-Convener
NOTE TAKER	Margaret Canzonetta
ATTENDEES	Kim Beyer, Margaret Canzonetta, Gregory Dieringer, Becky Hoover, Mary MacCracker, Kelsey Risman, Bill Viau Absent with Notice: Joe Barbicas, Karin Jordan, Neil Sapienza, Susan Speers

Agenda topics

INTRODUCTION OF NEW MEMBERS

DISCUSSION	The meeting started with an introduction of new member, Gregory Dieringer, who is replacing Sue McKibben. There was a discussion about the confusion with the terms of office on University Council and the various constituency groups. In addition, Becky noted that Bill Viau will be attending all committee members and eventually take over her position as Co-Convener
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UPDATE ON WORK OF SMALL INSTITUTIONAL EFFECTIVENESS GROUP

DISCUSSION	<p>Becky reported that the president and provost office asked HR to look at alternative work arrangements to save the university money for the next fiscal year. She indicated that alternative work arrangements have always been available to contract professionals and staff so there was no need to go back to the board to get approval. What is new is the encouragement to employees by VPs and Deans. If the change is permanent, it can be used toward credit for budget reductions. The VPs and Deans would have to make up for the lost work. This is more of a budgeting issue not HR and will only apply to current employees and not new employees.</p> <p>Mary questioned whether faculty members will be offered the alternative work arrangement. Becky was not sure because there is a lot of flexibility for faculty working 9 or 12 months. In addition, she believes faculty receives a lot more flexibility after they retire. Becky had some concerns about tenured faculty members and when are they considered part time.</p>
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	<p>Margaret questioned about the large number of people who will be retiring due to changes in the retirement system. Many people on campus believe there will be an influx of retirees in the next couple of years. Becky and Bill indicated that they looked into this and the number is not as big as people think and it will not affect the budget in the manner we need.</p> <p>Kim asked when the campus will find out about the reduced budget and administration’s plan to offset the deficit. Becky indicated it will be announced after the June board meeting.</p>
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EMPLOYEE RECOGNITION PROGRAM

DISCUSSION	<p>Becky reported that VPs and Deans will be conducting work recognition programs internally and that HR will have a limited service award recognition event.</p> <p>Mary was concerned with the lack of faculty recognition. In the past, faculty were recognized through the president’s office. Becky is working with the Provost Office on this issue.</p> <p>There was a discussion about faculty high achievement awards, outstanding researchers, teachers, being sure to include dance, music, and language programs.</p> <p>The committee felt that the high profile work is being shown but others are not. It was felt that certain groups go after the awards and others do not. It is a culture issue around certain types of disciplines. Greg asked how they overlap and maybe it should be centralized. Maybe a committee should be formed to look into this? Becky agreed that this issue should be revisited.</p> <p>Greg suggested that perhaps distinction recognition should be contained in a separate email digest. People should be recognized for going the extra mile. Mary noted that sometimes there is a power struggle when someone needs to be recognized. The Committee agreed that the supervisors in departments should be held accountable to recognize their staff. The university does not seem to have a culture of recognition.</p> <p>Margaret briefly summarized available recognition software and agreed to look into pricing. The Committee will continue to discuss the matter.</p>
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NEXT MEETING

DISCUSSION	<p>The next meeting will be held at the end of May and elections of a new Chair will take place at that time.</p>
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University Council

MINUTES

JUNE 4, 2013

2:00 PM

TALENT DEVELOPMENT AND
HUMAN RESOURCES

MEETING CALLED BY	Becky Hoover, Co-Convener
TYPE OF MEETING	Committee Meeting
FACILITATOR	Becky Hoover, Co-Convener
NOTE TAKER	Margaret Canzonetta
ATTENDEES	Leslie Bell, Theresa Beyerle, Margaret Canzonetta, Gregory Dieringer, Emily Fillmore, Becky Hoover, Mary MacCracken, Neil Sapienza, Susan Speers, Bill Viau Absent with Notice: Joe Barbicas, Karin Jordan, Kelsey Risman

Agenda topics

ELECTION OF OFFICERS/TERMS OF COMMITTEE MEMBERS

DISCUSSION	The Committee needs to hold an election of officers. Becky explained the roles and responsibilities of the Chair of the Committee. She explained that the Chair generally attends the University Council meetings and reports on the activities of the Committee; makes sure the Committee is responsive to issue briefs; and works with the Co-Convener to plan the agenda for the meetings. Becky felt it was important that the Committee chart its own destiny. Mary MacCracken will continue to serve as Co-Chair and Margaret will continue as Secretary. It was also reported that Neil Sapienza will be ending his term as Interim Dean of Wayne College; and Susan Speers' term with the Faculty Senate has also ended. These positions on the Committee will need to be filled. Because no one was interested at this point in becoming the Chair of the Committee, an election will be held at the next meeting when new members are assigned.
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EMPLOYEE RECOGNITION

DISCUSSION	The Committee discussed the service awards/recognition policies of the University. Susan suggested that the University send personal letters inviting those being recognized for years of service to the service awards event, also thanking them and possibly even interview them. Perhaps employees could identify the two things that they are most proud of contributing. We should look at the Zippy birthday video. The Committee is going to continue to discuss service and recognition. Margaret agreed to put together a demo on compliment software for the next meeting.
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ISSUE BRIEF

DISCUSSION	When discussing the Issue Brief from the Gay Community Endowment Fund, Theresa indicated that she had spoken to Chris Kuhn in the past and suggested that someone talk to Chris about the issue brief who could give a better verbal explanation of his concerns. The committee wanted to know if Chris was addressing a legal or a climate issue. Margaret agreed to contact Chris and report back to the committee.

NEXT MEETING

DISCUSSION	The next meeting will be held in September.
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University Council

MINUTES

NOVEMBER 21, 2013

2:30 PM

TALENT DEVELOPMENT AND
HUMAN RESOURCES

MEETING CALLED BY	Bill Viau, Co-Convener
TYPE OF MEETING	Committee Meeting
FACILITATOR	Bill Viau, Co-Convener
NOTE TAKER	Margaret Canzonetta
ATTENDEES	Theresa Beyerle, Margaret Canzonetta, Elizabeth Davis, Gregory Dieringer, Emily Fillmore, Karin Jordan, Kelsey Risman, Bill Viau Absent with Notice: Dan Deckler and Mary MacCracken Absent without Notice: Leigh Ann Seibert

Agenda topics

ISSUE BRIEF BY GAY COMMUNITY ENDOWMENT FUND

DISCUSSION	Kelsey updated the committee on her research with the issue brief and stated that there were six different issues. Gender identity was the most important item missing from the University's policy. Perhaps it should be a stand-alone policy. Bill suggested the committee should put together a draft policy for the University Council to review. He agreed that changes needed to be made to the policies and he would talk with the legal department and HR. Bill will work with Kelsey to build the policies and get back to the committee.

DOMESTIC PARTNER FEE REMISSIONS

DISCUSSION	Bill reported that there is a potential change with the domestic partner fee remissions pending with the general counsel's office. It was sent to the attorney general's office
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	for opinion and it will go before the UA board for rule change. Bill believes that adding domestic partner fee remissions was a diminutive cost to the University.

UNIVERSITY COUNCIL CHANGES

DISCUSSION	Bill reported that the structure of the University Council will remain the same. A new addition to the Council included the ability for the president to call an emergency meeting of the Council.
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**TOPICS FOR COMMITTEE TO DISCUSS
IN THE FUTURE**

DISCUSSION	The Committee discussed the topic of a smoking ban on campus. The Committee agreed that we should wait to see what other universities are doing as far as enforcement of the ban. Kelsey would like to discuss safety issues in the south campus – more lighting, blue phones. The Committee will continue to discuss the subject.