

Minutes
Commission on Staff Policies and Affairs
February 26, 2014 ~ 2:00 p.m. ~ 325 Burruss

Present: Bonnie Alberts, Judy Alford, Dan Cook, Jay Crone, Carolyne Dudding, Catherine Caldwell, Mary Christian, Kim Dulaney, Judy Jones, Hal Irvin, Becky Saylor, Christine Snider, Robert Sumichrast

Absent: Tom Kaloupek, Michael Muldoon, and Amy Tunison

Guest: Yohna Chambers

Call to Order

The meeting was called to order at 2:05 p.m. The agenda was approved as presented. There are no minutes from the previous meeting. There was a handout at the meeting from Angie King, Director of Benefits, from Human Resources.

New Leave System

Human Resources has been working on a new leave system for over a year. Yohna Chambers gave the group a handout on the New Leave System Project, prepared by Claudia Cornwell. This will be a web-based system with a goal to make all processes 100% electronic. The new leave system was created as if one was not already in place. Implementation of the pilot system will take place in August with the rollout in January (Phase I). There was some discussion on what the department leave reps would be able to do. Most of those questions will be answered when Human Resources reaches Phase II of this project. Yohna encouraged the group to email her or Claudia Cornwell with questions. The implementation of phase II and phase III is unknown at this time.

Nomination Procedures

There are some questions and concerns regarding the nomination process for the President's Award of Excellence and the Governor's Award. Bonnie Alberts wanted to nominate someone for the President's Award/Governor's Award. Bonnie was not familiar with the supervisor or anyone in the department. She had 24 hours to submit her nomination. She had trouble logging into the system. She spoke with Chris Rahmes and he was able to submit it for her. Several questions were proposed: How can this nomination process be easier? Why is there a requirement of 2 endorsement letters and can this be changed? It was recommended to find a way to make this process easier and more user friendly for the nominator. It was noted that the paper method seemed less complicated.

It was suggested to keep this nomination process open longer. Would it be advantageous to keep it open year-round? There was discussion on how we often forget when someone goes above and beyond unless we can write it down at that time. Leaving the nomination process open longer may give opportunity for more

nominees.

The group would like to bring in Chris Rahmes to ask him about the online nomination system, discuss some things we would like to see, and see how hard it would be to implement it.

Other Business

Judy Alford brought up a concern regarding the short term disability that is already in effect. She stated that if the benefits for our staff employees keep decreasing no one will want to work at Virginia Tech. We need to do something to help employees when they are out, offer disability policies. She wanted to know if other companies could come in and offer additional benefits to staff employees, such as Aflac.

Ms. Alford also stated that it is very difficult to get on short term disability. She stated that Unum is not easy to work with and makes a stressful situation worse. In the past, she worked with two employees to get them on short term disability and it was a “nightmare”. She would like to discuss this in further detail at the next meeting if Hal Irvin can be at the meeting.

Adjournment

There being no further business, the meeting was adjourned at 3:26 p.m. The next meeting will be March 26, 2014 from 2:00-3:30 in room 325 Burruss.

Respectfully Submitted,

Sherri Albert
CSPA Support Staff