Minutes  
Commission on Staff Policies and Affairs  
September 25, 2012 ~ 2:00 p.m. ~ 210 Burruss

Present:  Mina Choi, Dan Cook, Jay Crone, Carolyne Dudding, Velva Groover,  
Hal Irvin, Denise Jones for Richard Sorensen, Wyatt Sasser

Absent:  Judy Alford with notice, Mary Christian with notice, Kim Dulaney with  
notice, Judy Jones, Tom Kaloupek with notice, Teresa Lyons, Allison  
Rubio, Amy Tunison

Call to Order  
The meeting was called to order at 2:02 p.m. The agenda was approved as  
presented. The minutes from the last meeting on April 24, 2012 were approved  
electronically.

Welcome and Introductions  
Dan Cook welcomed everyone to the first meeting of the year, and everyone  
introduced themselves.

Leave Reform Issues  
There was no new information to report on the leave reform that was proposed by  
the Governor earlier in the year. The proposal was tabled by the Governor;  
however, DHRM has indicated that it will likely be revisited in the future.

McComas Staff Leadership Award and Staff Career Achievement Award  
Selection Committees  
Dan Cook asked for volunteers to serve on the selection committees for the  
McComas Staff Leadership Award and the Staff Career Achievement Award.  
Wyatt Sasser volunteered for the McComas Staff Leadership Award committee,  
and Velva Groover and Carolyn Dudding volunteered for the Staff Career  
Achievement Award committee. Several more volunteers will be needed for the  
committees, and it will be discussed again at the next meeting. Any CSPA  
member who is interested in serving should let Dan know.

New and Inventive Ways to Highlight Staff  
Highlighting staff in new and inventive ways was one of the goals CSPA set for  
itself for this academic year. Hal Irvin indicated that Laura Neff-Henderson, HR  
Communications Manager, has begun an ongoing feature in VTNews entitled  
*Extraordinary Employees*. Hal suggested having Laura attend an upcoming  
meeting to discuss her efforts. He also suggested having Kirk Wehner, Executive  
Director for Total Compensation, speak to the commission about the employee  
avawds program. It involves university- wide awards and departmental awards.  
The idea of developing a staff honorifics committee, similar to that of faculty, was  
also suggested so that award nominations are more of a priority.
Ways to Engage Off-Site Staff
Another goal CSPA set for this year was to find ways to engage off-site staff. Members were asked for suggestions and amongst those were Adobe Connect, Skype, and Vita Conferencing. However, some felt rather than trying to come up with ideas, it may be better to ask the off-campus employees what they want and what would work best for them. This will continue to be a topic of discussion at upcoming meetings.

Topics from Last Year
The following carry-over topics from last year were discussed:

- Accommodating hearing impaired with podcast information – members felt that the majority of hearing impaired employees already have a special accommodation in place with assistive technology and that the issue does not need to be pursued further.
- Invite Employee Benefits Committee chair to discuss if more can be done for non-student wage – members felt this would still be a good topic for a future meeting.
- Invite Debbie Freed and/or Steve Mouras to discuss alternative transportation and future parking costs and explain the benefit staff are receiving from the growing campus infrastructure – everyone thought this would still be a good idea but perhaps go a step further and discuss the master plan.

Other Comments, Questions, or Concerns
Carolyne Dudding presented the idea of trying to get on-campus employees from the custodial and dining hall staff involved in shared governance by allowing at least one from each division to take an hour per month to serve on a commission or committee.

Adjournment
There being no further business, the meeting was adjourned at 3:18 p.m. The next meeting will be October 23, 2012 from 2:00-3:30 in 325 Burruss.

Respectfully Submitted,

Melissa Ball
CSPA Support Staff