

MINUTES

Commission on Staff Policies and Affairs

Date | time 2/27/2018 2:00 PM | Meeting called to order by Robert Sebek

Approval of Agenda and Minutes

Members Present: Lori Buchanan, LaTawya Burleson, LeeAnn Ellis, Teresa Lyons, Danette Poole, Margaret Radcliffe, Robert Sebek, Hazem Sharaf, Sally Shupe, Sue Teel, Lisa Wilkes, and Betty Wilkins

Minutes: The minutes from the January meeting were approved electronically with no revisions.

Agenda: Approval of the agenda was moved and seconded. The agenda was approved.

Announcements: The previously discussed resolution approved by CSPA for the Staff Career Achievement Award changes have been approved by University Council and will be presented to the Board of Visitors in March. The nominations will be accepted during the month of March and the information has been forwarded to the Vice Presidents, Deans and Directors for all retirees in 2017. The selection committee will meet in early April to select the recipients of the award.

New Business

Winter Closing Sub-Committee: LaTawya Burleson sent information to Tammie Smith regarding the sub-committees' finding to this point and some of the information was discussed. The commission discussed the possible wording of the questions and agreed the survey needs to be sent to all staff and faculty for their input. It was suggested that the survey include a history of the winter closing policy and give the employees various options on the survey to choose. The policies of other Virginia universities were discussed in detail as well as the different options. After long discussion, it was suggested the Benefits Committee be the point of contact and reference to have the survey developed and conducted and Betty Wilkins will speak with the committee at their next meeting. Lisa Wilkes will check into having a cost analysis completed for the option of making the winter closing an authorized closing.

Updates from commissions and committees: Tammie Smith serves on the Strategic Planning Commission. Lisa Wilkes updated the members on the meeting in January which included Vice Presidents and Deans presenting their divisions and departments. The commission is revisiting the university mission, vision and strategic goals.

Betty Wilkins updated the members on the goals of the Benefits Committee. Jack Finney spoke to the committee at their last meeting regarding the benchmark of the retirement accounts with other universities. The committee also discussed the childcare needs in the New River Valley and how the university could assist with the concerns.

Hazem Sharaf shared that graduate students are currently discussing and expressing their concerns regarding the parking situation on campus. A new parking lot between the CRC and the airport would be a very inexpensive option for parking.

CAPA had Martin Daniels speak at their last meeting.

Robert Sebek brought up the climate survey and will be scheduling a meeting with Margaret Radcliffe to discuss the sub-committee review. The performance management system was discussed and Lisa Wilkes indicated that Banner 9 is being implemented later this year and then central human resources will start reviewing the system. It will be several years before a new performance management system will be implemented.

Lisa Wilkes expressed her desire to develop a sub-committee to address concerns of pay band 1 and 2 employees. If any member of CSPA is interested in serving on this sub-committee, please email Lisa.

The meeting was adjourned at 3:10 PM.

Respectfully Submitted by Danette Poole