

**VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**  
**STAFF SENATE**  
**126 War Memorial Hall**  
**Minutes of the Regular Meeting**  
**Thursday, September 21, 2000**

Senators present: Jeannie Baker, Becky Barlow, Harry Biggs, Mary Ann Cole, Linda Correll, Reba Crawford, Jackie Davis,Carolyn Dudding, Jessie Eaves, Delbert Jones, Jimmy Martin, Suzanne Piovano, Ben Poe, Pam Raines, Hilda Reynolds, Tal Roberts, Wyatt Sasser, Jon Wooge, Kathryn Young

Alternates present: Patrick Donohoe (representing Sheila Blankenship), Cindy Harrison (representing Pam Raines from BASA), Virginia Knapp, Jean Bricker, Missy Graham, and Teresa Quesenberry

Excused: Jennifer Arbuckle, Jennifer Carr, Melissa Coleman, Sue Ellen Crocker, and Christy Porterfield

President Delbert Jones called the Virginia Tech Staff Senate to order. He welcomed everyone that was able to attend this meeting. The senate membership list is complete, and roll was called from the newest version.

Last month's minutes (August 17, 2000) were approved electronically.

Guest speaker: Judy Ridinger from Personal was present to update the Staff Senators on the progress of the New Classified Staff Pay Plan. The new system is complete and in place, and everything will be fully implemented on September 25, 2000. Judy made it known that each employee on campus would be receiving a letter from Linda Woodard concerning some questions about the new pay plan and points each employee to Personnel Department's web site. There is another letter that has gone out to the Deans, Associate Deans, and Department Heads concerning the new pay plan. The Personnel Department has organized and has begun the management training sessions. These sessions include the top tier of managers. Training sessions for supervisors and other employee sessions will be held at a later date once Deans, Associate Deans and Department Head training are complete. These sessions will begin in October through the middle of November. Performance management training will take place relative to the new compensation system will take place a little bit later, it might not happen until December, 2000. Supervisors and managers have been told that it is okay to continue to use the employee's present job descriptions, and to let the employees know that they will be under a new performance expectation or job description once the entire implementation is complete. If an employee's job duties have changed drastically then new expectations and job descriptions need to be written immediately so that employees will not be working without a current expectation.

Judy fielded many questions about personnel concerns of employees that have been caught in by the different representatives. Some of the concerns were about re-allocations and in band adjustments. The focus of the new pay plan is compensation and realignment according to the skills of each employee.

Judy emphasised that the performance adjustment portion of the new plan has not been implemented at this time. In the future performance evaluations will still be done in the fall and there will be some major changes, one of these changes are there will be three evaluation standard levels instead of five. Another change will be there will not be performance increase across the board (adjusted the pay scale) these adjustments will be directly related to each evaluation. The New Pay Plan focuses on compensation of the employee and not classification of the employee.

**Announcements:**

The **October 19, 2000** Staff Senate meeting will be held at 5:00. There will be a social for guests Joan Dent, Executive Director of Virginia Governmental Employees Association (VGEA), and Glen Pond, Legislative Representative from VGEA. The social and address will count as a full Staff Senate meeting for all senators. All senators, alternates, and staff association officers will be invited by email. Also invited will be VDOT, Radford University, New River Community College, Virginia Tech employees and others.

**NOTE: Next Staff Senate meeting will be October 19, 2000 at 5:00 – 7:00 p.m. in Owens Banquet Hall**

Motion was made to adjourn.

Respectfully submitted,

Pam Raines, Secretary