

STAFF SENATE Minutes
The Inn @ VT, Smithfield Room
Thursday, July 17, 2008
12:00 noon – 1:00 p.m.

Attending: Bonnie Alberts, Judy Alford, Susan Archer, Jim Baker, Jean Brickey, Linda Correll, Lisa Cotting, Carolynne Dudding, Lori Greiner, Karen Hall, Geraldine Hollandsworth, Jennifer Hundley, Travis Hundley, Delbert Jones, Denise Jones, Lori Anne Kirk, Cindy Koziol, Lori Lee, Rob Lowe, Maxine Lyons, Tal Roberts, Wyatt Sasser, Louellen Sharp, Stephanie Snider, Chris Sokol, Chris Thomas, Thomas Tucker, Kimberly Avis

Excused: Robin Atkins, Cindy Booth, Catherine Caldwell, Holly Carroll, Shelby Cole, Sue Ellen Crocker, Jessie Eaves, Walter Hartman, Joyce Landreth, Sharon Proffitt, Becky Saylor, Bradley Scott, Sue Teel, Doris Waddell, Hurbert Wlaker, Jon Wooge, Vicki Scarratt

The meeting was called to order, agenda approved, and minutes accepted.

Announcements:

Meeting Room Update – College of Agriculture may change to a priority system for more consistent scheduling. Until then, the meeting location is subject to change.

Tom Tucker welcomed new Senators. Staff Senate material will be provided to them at a later date.

Staff Senate National Conference Update – Maxine Lyons and Jean Brickey reported the 16 person committee is in the planning stage. They are investigating possible dates and potential cost of the conference. They are also investigating which universities have staff governance systems in place and which contain unions. The committee will meet again in the beginning of August.

June BOV Meeting Update - Judy Alford provided an update on the June BOV meeting. A new Visitors and Undergraduate Admissions Center will be built at the corner of West Campus Drive and Prices Fork. It is scheduled to open June 2011. A parking deck will be built in the middle of the Perry Lot. It will contain 4 levels and 1200 parking spaces. A National Capital Research building will be built in Northern Virginia. Additional information can be found at www.bov.vt.edu.

Senate Committees - Tom Tucker passed around the sign-up sheets for Senate Committees. It was mentioned that according to the Senate By Laws that every Senator should participate on at least one committee.

VT Employees' Spouse and Dependant Scholarship Fund – Tom Tucker stressed the importance of the scholarship fund and challenged staff members to donate any amount possible to the scholarship. The donation is tax deductible. It was mentioned that there were 20 recipients last year with each recipient receiving \$700 toward tuition and there are expected to be 17 applicants this year.

Program

Hal Irvin, Associate Vice President for Human Resources presented a very informative program about the goals for the Human Resources department. Hal outlined his 8 goals for Human Resources in fiscal year 2008 – 2009. Brief descriptions of the goals are listed below. Human Resources website is located at www.hr.vt.edu for additional information.

- ADA Services: review approach and architectural plan for compliance priorities
- Diversity: creation of VP of Administrative Services Diversity Council by October 2008 and improve outreach efforts through assessment of recruitment process
- HR Functional Initiatives: develop retirement education plans and support efforts of organizational development function

- Professional Development: complete an employee learning needs assessment and develop a 3 year plan to meet campus needs for professional development
- Restructuring: more support for hiring and retention of AP faculty
- Service Improvement and Automation: on-line performance evaluation system, on-line training registration system, use of Work Smart initiatives in document imaging, recruitment, and orientation
- Strategic Plan: develop 3 year strategic plan
- Wellness & Work Life: complete comprehensive, sustainable campus plan for delivery and support of employee wellness program, insure planning progresses on child care arrangement

During discussion it was mentioned that the child care arrangement would be a market rate. Tuition waiver funding for staff is dependent upon the individual department and its available resources. Human Resources is evaluating the possibility of moving some holiday leave time earned for use at the end of the year. This would allow employees to take off the last week of December.

The Next meeting will be August 21, 2008, and the guest speaker will be Steve Mouras, Director of Transportation and Campus Services.

With no more discussion the meeting adjourned.

Respectfully Submitted,
Jennifer Hundley
Senate Secretary