

## Staff Senate

<http://www.staffsenate.vt.edu/>

August 16, 2018  
12:00 Noon – 1:00 P.M  
440 Goodwin Hall

### MINUTES

**Attendees:** Judy Alford, Wayne Crotto, Chad Dalton, Lee Ann Ellis, Linda Fountaine, Velva Groover, Bruce Harper, Amy Ingram, Alex Johnston, Katrina Loan, Dani McNeil, Brandy Morse, Steve Nagle, MaDonna Overstreet, Erin Poff, Amber Robinson, Robert Sebek, Tamarah Smith, Laura Steinberg, Sue Teel

**Zoom Attendees:** Angel Carter, Deborah Breon, Ashley Foster, Douglas Hylton, Brian Huddleston, Robena Hughes, Zerita Montgomery, Heather Parrish, Jonathan Poff, Kimberly Ridpath, Sarah Woodward

**Excused:** LaTawnya Burleson, Claudia Cornwell, Sheree Montgomery, James Venable III, Lance Yelton

**Guests:** Stuart Cochran, Sally Shupe, Teresa Smith,

**Unexcused:** Lisa Bishop, Chelsea Blanchet, Jackie Blevins, Cynthia Booth, Amanda Cannoy, Sue Ellen Crocker, Pat Donovan, Tracey Drowne, Carolyne Dudding, Kim Dulaney, Sharon Dunn, Judy Fielder, Tami Foutz, Andy French, Sandra Gabbert, Joseph Goodman, Carolyn Hopkins, Mackenzie Jarvis, Christina Lapel, Lori Lee, John Lemaire, Robin Littleton, Maxine Lyons, Petie Martin, Ron Mecham, Hannah Menefee, Albert Moore, Dennie Munson, Janet Murphy, Tracy Newton, Sarah Owen, Tasia Persson, Stacey Poertner, Allison Price, Billie Quesenberry, Kathleen Richman, Pris Sears, Shanan Sessor, Ingrid Skederian, Kelsey Solberg, Amy Stanford, Tammy Stevens, Lenora Stover, Steve Tatum, David Venne, Amanda Villar, Jack Washington, Beverly Williams

#### **Call to order by president, Robert Sebek 12:01pm**

The agenda was electronically submitted to the Staff Senate listserv on Friday, July 13, with no additions, the agenda was approved.

Approval for July's minutes was done electronically

Attendance sheet was available by room entrance.

#### **Meeting's agenda:**

- **Committee Updates:**
- **Strategic Planning and Staff @ VT task force by Tammie Smith**
- **Child Care Committee presentation by Katrina Loan, Program Support Tech, for Center and Soft Matter and Biological Physics**
- **University Budget presentation by Tim Hodge, Associate Vice President for Budget and Financial Planning**

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## **President Robert Sebek**

- Introduced the committee chairs so that they can provide current updates on the what the committees are working on.
- **Staff @ VT Taskforce:** presented by Chair Tammie Smith, she mentioned that the committee is co-chaired between HR and Commission on Staff Policies and Affairs. The taskforce was set up to compile a list of barriers in recruiting and retaining quality staff and to come up with possible solutions. The task force meets every Monday and has broken down into 4 subgroups to address the different barriers. The goal of this taskforce is to present a report to the Interim VP or HR by early to mid-September with recommendations.
- **University Strategic Planning Advisor Committee:** presented by Chair Tammie Smith, she mentioned that the committee is refining the mission, vision and objectives for the University Strategic Plan from feedback received during campus discussions. We have met with numerous stakeholders and have had a couple of meetings to review with the President and Provost. The last meeting with President and Provost we were tasked with looking at what we are doing in a different way. This process is important, and we want to make sure that we are creating a plan that meets the needs of all. This fall when the students get back, the committee will be watching for ways that you can be involved with the process. ([strategicaffairs@vt.edu](mailto:strategicaffairs@vt.edu))
- **Childcare Committee:** presented by Chair, Katrina Loan she provided a presentation explaining the different taskforces that was setup to help overcome the barriers that have been an issue in trying to provide quality and cost affordability childcare for the staff, faculty and students at and around Virginia Tech, Blacksburg.
  1. Focus on staffing in the NRV, also include Roanoke, NCR and parts of WV.
  2. Research Other Institutions on what kind of childcare they offer and how they deal with this issue
  3. Finding a Funding Source- public, private, partnerships, grants, scholarships and tuitionsLink to Katrina's presentation, plus more information about childcare and programs that Virginia Tech offers: <https://www.staffsenate.vt.edu/meetings.html> meeting presentations August 16, 2018.

## **Budget Update for 2019: presented by Tim Hodge, Associate Vice President for Budget and Financial Planning**

Tim Hodge has been at Virginia Tech 25 years. He thanks the staff senate members for participating and coming to the meeting.

Budget Process: We live in two different worlds and we must remember we are entity of the state of Virginia and we must go by the Dillon's Rule that says; State agencies only have the authority that are granted to them by the state. So, there are Two Parallel Budgets which is Internal and External.

- The Internal Budget- pursues the development of the University's budget focusing on goals and critical needs for the University
- The External Budget follows the state process which requires significant interaction with the department of Planning and Budget and the Secretary of Finance, they also have to include SCHEV and the Secretary of Education, which focus on educational and general budget with emphasis on student financial aid and research.
- Biennial Budget Format- two-year budget starting with even years, second year is an amendment to the biennial budget.
- Working with the state they require a six-year plan please see timeline on page 5 in the presentation
- Working with the governor convincing him that Virginia Tech is a great university and could use the funds for the budget.
- Goal and objectives of the institution is the enrollment and fringe rates, compensation programs, general fund support, tuition and fees.
- Timeline is done Fall/Spring – Spring go to BOV to establish tuition and fee rates, May/June Finalize budget.
- Partnership for Incentive Based Budgeting Model (PIBB)- Shift from incremental to performance-based budgeting for colleges, links to accomplishments of goals, and allows resources to more closely follow activity.
- Sources of funds we are 1.7 billion dollar a year annual operating university Please see page 10 of presentation which shows where we are getting the funds from.
- 2018-2019 Operating Budget is on page 11 of presentation.
- State gave the university 5 million for enrollment growth and 25 million dollars for cyber security, which is called Cyber Initiative, in the second year of the budget.
- They send out a call on what is needed in the budget to everyone.
- The state of Virginia did not authorize a compensation program for 2018-2019 so the university came up with their own program. Please see page 16 for more information.

**Q&A session:**

- Q. Enrollment growth is a main topic so where would we be able to house the students.**
- A. Institute is trying to get tighter on hitting the numbers so that we don't have the issue of housing for the new students. There are more plans to build more resident halls.**
- Q.**

A motion was made by Robert Sebek to adjourn the meeting at 1:03pm with a second by Tammy Smith.

**Adjourned: 1:04pm**

**Next Meeting Date:**

**September 20, 2018 at 12:00pm, location NEC 2420/2430**

**Attached to the minutes:**

**Childcare presentation and Budget presentation**

**Zoom Recorded Link:**

**[https://virginiatech.zoom.us/recording/share/-gyucEUUym06FM67y99MzI4OTBm\\_T-buZsDIKLhe1-wIumekTziMw?startTime=1532013138000](https://virginiatech.zoom.us/recording/share/-gyucEUUym06FM67y99MzI4OTBm_T-buZsDIKLhe1-wIumekTziMw?startTime=1532013138000)**

*Revised by: Secretary, Katrina Loan*