

## Staff Senate Meeting Minutes

June 20, 2024

12:00 p.m.

North End Center 2420 or via Zoom: [virginiatech.zoom.us/j/89618402157](https://virginiatech.zoom.us/j/89618402157)

**Present:** LaTawnya Burleson (presiding), Callan Bartel, Lisa Bishop, Pat Donovan, Kari Evans, Nikki Gland-Turpin, Joseph Goodman, Amanda Hill, Amy Ingram, Frank Kerr, Petie Martin, Sarah Owen, Tasia Persson, Amie Pendleton, Gabe Petry, Jasmine Phillips, Jennifer Pike, Amber Robinson, Becki Smith, Tamarah Smith, Chris Whitlock, Christina Winkeler, and Marty Wyatt.

**Absent with Notice:** Denise Crawford, Michelle Raines, Mary Sullivan, and Serena Young.

**Absent:** Zai Cook, Robin Cooley, Kristen Cox, Dee Hopkins, Tracy Jones, Amy Linkous, Katrina Lockhart-Elfeky, Jamie McElfresh, Ron Mecham, Dennie Munson, Janet Murphy, Eric Newton, Erika Perdue, Sally Shupe, and Eric Tysor.

**Guests:** Sherri Albert, Saadia Ali, Jean Cummins, Kayla Dean, Roslyn Garrison, Gwen Ghee, Andrea Green, Alene Harris, Sherry Hollandsworth, Lynda King, Cassy Kost, Daniella Miller, Jenn Million, April Myers, Amanda Pester, Tim Sands, Dee Dee Somervell, and Chenaye Woods.

President Burleson called the meeting to order at 12:00 p.m. A quorum was present.

### 1. Adoption of Agenda

The agenda was adopted.

### 2. Announcement of approval and posting of minutes of May 16, 2024

President Burleson noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the web (<http://www.governance.vt.edu>).

### 3. Presentation

President Tim Sands discussed two main university initiatives: a visioning exercise in collaboration with town and regional partners to address common issues, particularly housing, and a focus on supporting free expression, academic freedom, and constructive dialogue on campus. He highlighted the challenges and progress in housing and infrastructure, as well as the positive trend in support from the state. He emphasized the importance of partnership with local areas to address housing supply and cost issues for staff, as well as ongoing efforts to address staffing shortages in childcare and dependent care. Dr. Sands pointed out the challenge of healthcare availability due to a shortage of primary care physicians and specialists in the region.

### 5. Other Items

- Vice President Bartel presented the Staff Recognition award to John Jackson. The winning nomination is attached.
- President Burleson presented a proposed change to the annual supplement program for eligible employees. The current program, established in 2019, provides a taxable \$500 lump sum stipend to salaried employees with an annual salary of \$35,500 or less, to help offset parking and childcare costs. The number of eligible employees has decreased from 971 in 2020 to 156 in 2024. A new proposal, which is attached, was presented to the Staff Senate executive team by Executive Vice President and Chief Operating Officer Amy Sebring and Vice President for Human Resources Bryan Garey. The new program would provide a one-time base pay increase of \$608 for eligible staff with a full-time base salary of \$43,175 or less, after the FY25 merit increase. This would eliminate the recurring annual supplement

program for those earning less than \$35,500. The change would apply to current employees only and would not affect future hires. The proposed changes were well received, with the potential to benefit up over 700 current university staff. If the Staff Senate does not support the proposal, the existing stipend setup will continue without changes. Senators are encouraged to discuss the proposal with their constituents and provide feedback through a survey, to be sent out via email by Secretary Evans.

## **6. Announcements**

The July Staff Senate meeting will begin at 12:00 p.m. via Zoom. An Outlook calendar invite will be sent out prior to the meeting.

## **7. Adjournment**

There being no further business, President Burleson adjourned the meeting at 12:56 p.m.

## **Staff Recognition Winner**

### **June 20, 2024**

**Winner: John Jackson**

Nominator: Ren Harman

John has been a central part of the Special Collections and University Archives for many years. He diligently but quietly works behind the scenes in keeping the department running in all aspects. In the question below I will elaborate on his work ethic.

John is one of the most hardworking and diligent faculty or staff members I have worked with in my almost decade at Virginia Tech. He comes to work each and every day at the same prompt time and is often here before anyone else in the department. Until recently (once our hours changed) he opened the department and took the first desk shift from 8AM-10AM. John also is the primary contact for several of our collecting areas, reshelves books that were donated and/or purchased, answers a majority of the reference request emails, and handles the ordering of supplies for the department. In addition to everything that John does for SCUA, he is incredibly humble, kind, and thoughtful in his words and actions. John has been an employee of the library for a number of years and he truly sets the standard for how to work hard and be kind to others.

John is well deserving of this recognition. I believe he has been recognized before by the committee, however as his role continues to grow and more responsibilities are being added to his position he takes them in stride with the hard working attitude and a smile on his face!



# Proposed Changes to Salary Supplement Program

Proposal developed by:

Bryan Garey, Vice President for Human Resources

Amy Sebring, Executive Vice President and Chief Operating Officer

## Current Supplement and Status

### Virginia Tech Salary Supplement Program

- Established in 2019
- Provides a taxable \$500 once/year lump sum (paid each January) supplement to benefits eligible employees with an annual salary of \$35,500 or less
- January 2020 – 971 employees were eligible
- January 2024 – 156 employees were eligible

## Proposed Change

- \$608 one-time base pay increase for all benefits eligible staff that have a full-time base salary of less than or equal to \$43,175 (after FY25 merit increase).
  - This would only apply to current employees not any future hires.
- Permanently eliminate the \$500 recurring annual supplement program for those making less than \$35,500

## Example with mock numbers

\*Not factoring in taxes

\*Assume a 3% merit process each year

	Salary	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Current Model</b>	\$35,000	\$35,000+ \$500= \$35,500	\$36,050 (not eligible for supplement) + \$0= \$36,050	\$37,131.50	\$38,245.45	\$39,392.81
<b>Proposed Model</b>	\$35,000	\$35,000+ \$608= \$35,608	\$36,676.24	\$37,776.53	\$38,909.83	\$40,077.12
<b>Difference in Proposed and Current Models</b>	\$0	\$108	\$626.24	\$645.03	\$664.38	\$684.31

## How was the proposed one-time base pay increase amount calculated?

- \$608 is based on the difference between what the stipend is now and what the stipend would have been if it was raised each year by the same amount as the merit raises.

	FY20	FY21	FY22	FY23	FY24		FY25
Increase		0%	5%	5%	5%	2%	3%
Stipend	\$500	\$500	\$525	\$551.25	\$578.81	\$590.39	\$608.10 but proposed <b>\$608</b>

## How was the proposed change threshold number calculated?

- \$43,175 is based on what someone would be making now if the \$500 supplement had been added as part of base salary in 2020 and the employee received all the merit raises.

	FY20	FY21	FY22	FY23	FY24		FY25
Increase		0%	5%	5%	5%	2%	3%
Salary	\$35,500	\$35,500	\$37,275	\$39,138.75	\$41,095.69	\$41,917.60	\$43,175.13 but proposed <b>\$43,175</b>