



Minutes from Staff Senate Monthly Meeting of January 21, 2016

Location: Newcomb Hall; South Meeting Room

Time: 11:00 AM — 1:00 PM

Attending: *See pages following minutes.*

Meeting Summary

Welcome and Announcements	Amy Muldoon , Co-Chair Maggie Stein , Co-Chair
UHR Presentations	Susan Carkeek Vice President and Chief Human Resources Officer Alison Miller Director, Total Rewards Elizabeth Carey Employee Recognition Specialist
Committee Updates: Sharing Goals	<ul style="list-style-type: none">• Membership• External Partnerships• Communications• Advocacy

Welcome and Announcements

Title IX training

Regarding the Title IX and EOP office [mandatory training module](#), concerns were raised about the click-through license imposed by the vendor (EverFi) and whether staff should accept the agreement. The online [FAQ](#) later clarified that it was correct to click through (and agree).

Hoo’s Well \$100 Fitness Challenge

All active employees enrolled in the UVa Health Plan can earn \$100 by tracking 52 workouts by April 30, 2016. Record your activity in the [Active Health portal](#) or use your [free or discounted Fitbit](#) to record your steps automatically.

DMV 2 Go

The mobile DMV Customer Service Center will be at Scott Stadium on January 22, 2016

Note: See “News & Events” on the [Staff Senate Homepage](#) for the most current list of activities of interest.

Miscellaneous Updates

- The co-chairs have formed a *Staff Senate Advisory Board* that meets with VP offices across grounds with the goal of becoming aware of any upcoming projects or committees that would benefit from staff involvement. The first meeting is next week.
- *Transitions to next Senate year*: Current senators and alternates are encouraged to think about playing a leadership role next year. Possible starting points: secretary or committee chairs.
- The role of Alternate is still being examined to determine if it should be altered. A survey will be sent to all Alternates for feedback.
- Susan Carkeek resigned her position; she is acknowledged for her role and support in the Staff Senate. [A gift was presented.]

Guest Speakers

[See [UHR slides](#)]

Staff Survey Update

Susan Carkeek; Vice President and Chief Human Resources Officer

A survey was commissioned by President Sullivan in 2011 to get feedback from staff and help determine the priorities of the administration. There was an incredibly high response rate (63%) which revealed the top three concerns: *Pay*, *Performance Evaluation*, and *Promotion* (“The 3 P’s”).

Regarding Pay, the goal was to get continuity of pay increases and to recognize staff salaries as a budget priority. UVa is now in year 3 of a 5-year commitment of a 3% per year increase with a goal of getting to the market mid-point. Currently, UVa is lagging the market by 7-8% but with the cost of living increase holding steady at about 2%, we should be on track. (Classified pay is limited by what the state does.)

Performance: Mostly improvements to Lead@.

New Total Rewards statements in Benefits@ — Can illuminate which benefits employees are eligible for but are not using.

New Career Compass tool: Gives employees the opportunity to take initiative and manage their own careers.

Last year, UVa participated in the Chronicle of Higher Education “Great Colleges to Work For” survey but there was a dismal response rate; the data was almost unusable. This is possibly due to survey burn-out. Consequently, there are plans to create a UVa survey planning committee to establish a strategic process for administering surveys in order to get better response rates amongst all surveys.

Total Rewards

Alison Miller; Director, Total Rewards

Definition:

“Everything the employee perceives to be of value resulting from the employment relationship — supports the attraction, motivation, and retention of employees.”

Allison asked the group to offer benefits that matter to them. She said her group will begin developing more robust offerings in social well-being – recognizing employees as people and even including families.

The Total Rewards team was formed out of the former Benefits & Compensation department. Total Rewards is responsible for all benefits (including compliance) for both Academic and the Medical Center.

The UVa [Uteam](#) Rewards and Recognition program started at the Medical Center but will be considered for the Academic side as well. Currently, the Reward & Recognition programs are unevenly administered at the local level; some are more robust; others even non-existent. Uteam plans to be a single program in which everyone is eligible. It is a point-based program allowing employees to use recognition points to purchase awards from an online catalog. Look for it in the July timeframe.

Total Rewards team mission: improve employee health, financial and social well-being. Hoo's Well is in place for people to get healthier.

40% of staff (50% of Medical Center team) do *not* participate in the retirement cash match. The way to maximize your benefit:

Contribute \$80 each month, get \$40 contribution by the University.

Staff salaries are at 43% “range penetration” — 50% is at the midpoint, the goal for our collective salary goal but need funding to achieve that.

Time Flexibility: some managers are not focusing on outcomes; so partnering with the Center for Leadership Excellence will help ensure that managers understand workplace flexibility and how to measure performance.

Areas of focus:

Thrive: Hoo's Well will continue. Working on building out the Financial Wellness program; will pilot some lunch-time courses.

Balance: UVa outdoes competitors in employer contributions to Health Benefits but is lower than peer benchmarks in Salary.

3% Merit Pool: Schools and units are directed to budget for the 3%; the money is not necessarily given to them; they just are directed to put it their planning process.

Managing chronic disease: The Health Plan and Hoo's Well are partnering with the Medical Center on an Employee Population Health Management Initiative – “Be Well.” It will start as a pilot with 5 physician practices.

Smoking: Based on survey data and smoking affidavits, 1 in 4 UVa employees smoke; on average we smoke *more* than Virginians and *more* than the national average. UVa is looking into becoming a tobacco-free campus. Emphasis will be on stopping smoking.

Elizabeth Carey; Employee Recognition Specialist

She believes that work lives are more vibrant when employees engage with their co-workers. UHR is considering moving the service awards dinner (for those with 25+ years of service) from JPJ to Boar's Head. The event would need to be split into two events. Senate was asked whether they prefer Option A or B and "Option A" [see slides] was selected: a separate dinner for the Academic and Health System Staff resulting in two dinners of 300 people (and guests) each.

Celebrating service of 10-20 years: Survey feedback indicated a desire to celebrate on a local level versus a single huge event. Inviting 1000 people to a single event may only yield 50% participation and the biggest reason for those not attending was due to work responsibilities. Suggestion for 10-12 smaller events.

Committee Updates: Sharing Goals

A full version of committee updates can be found on the [Staff Senate website](#).

Membership (A. J. Davidson, Chair)

Chris Doran is the new vice-chair. The committee decided their charge was too narrow; the updated version is on the [Senate website](#).

Objectives: maintain membership list; maintain listserv; track meeting attendance; partner with UHR on annual luncheon; create alumni list.

Improve new member orientation: maintain and distribute welcome packet, design & launch in-person orientation to take place in August (Maggie noted that the appreciation lunch will be in July for off-boarding members; August meeting will be for new members only).

Develop Staff Senate members as university leaders: research existing training and professional development at UVA; decide on topics that could contribute to the personal and professional development of a variety of staff; create a strategy for incorporation training and development into staff senate meetings.

External Partnerships Committee (Melissa Goldman)

Arlene Buynak had to step down as chair. Committee is now re-organizing; as part of that created a new mission: *Create collaborative partnerships with key committees and groups on Grounds to engage Staff in the University community and empower Staff voice to be represented fully and equitably in University-wide initiatives and shared governance.*

Communication (Dannelle Shugart)

[Chair: Kelly Merryman; Vice-Chair: Bill Corey]

Goals: Improve communication between the Senate & staff; Manage official modes of communication (maintain Collab; Senate Facebook Page)

Handed out survey about communication methods (considering newsletter or blog).

Advocacy and Issues (Michael Ludwick, Chair)

Overall goal: Improve pay and benefits for staff. Four objectives:

1. Education Benefit

Met with HR; reviewing other school policies (VA, ACC schools, public Ivy's)

Comparison result: We have a good benefit for personal enrichment and professional development programs; less so (compared to peers) for academic degrees.

Most recent stats: Central funding \$1.7 Million (up from 1.5 Million last year) plus \$250,000 in Department Funding on top of this. 3600 classes/programs reimbursed (16% certifications and conferences; 21% related to UVA; 12% PVCC).

2. Reward and Recognition (R&R)**3. Pay**

HR planning to post voice-over annotation on "Comp 101" presentation that was previously disseminated.

4. Parental Leave

Currently, no real parental leave policy; covered under disability. Faculty Benefit (started in 2014) which also covers adopted and foster children is: 3 weeks of full pay at or 6 weeks at half pay — looking to extend this to staff.

Request from the Committee – **What you can do:**

- Ask your supervisor or your unit's HR representative for your unit's R&R program guidelines, and send them to: staffsen-advocacy@virginia.edu.
- Ask your supervisor or your unit's HR representative for your unit's EB program guidelines, and send them to: staffsen-advocacy@virginia.edu.

Presentation by UHR next month on Education Benefits.

The [Virginia Government Employees Association](http://vega.org) has some good leadership opportunities — vega.org

Next Meeting:

Thursday, February 18, 2016

Newcomb Hall, Kaleidoscope Room

Last Name	First Name	Staff Senate Title	21-Jan-16	Schools/Business Units (used for elections)
Adkins	Lee Ann	Senator	X	Office of the President
Amico	Lorenza	<i>Alternate for Bill Corey</i>	X	University of Virginia Library
Amos	Brandy	Senator	X	McIntire School of Commerce
Bainter	Hannah Rose	Alternate (starting November)	X	Frank Batten School
Bennett	Holly	<i>Alternate for Sherry Morris</i>		School of Law
Berry	Scott	Alternate for Molly Castle		
Birckhead	Michael	Senator		Facilities, Building Services
Blough	Elizabeth	<i>Alternate for Nancy Kriigel</i>	X	Department of Ophthalmology
Bryant	Brett	Senator		Facilities, Project Services
Buynak	Arlene	Chair, External Partnerships		IT Budget & Administration
Campbell	Tony	Senator		Facilities Management
Carter	Nyshae	<i>Alternate for Melissa Henriksen</i>		Center for Politics
Castle	Molly	<i>Alternate</i>	X	Audit, Carruthers Hall
Clarke	Jill	<i>Alternate for Andrea Johnson</i>		SOM, Medical Education
Corey	Bill	Senator	X	Univ. Library Systems, Data Specialist
Cornell	Jan	Senator		Department of Computer Science
Covington	Richard	Alternate for		Facilities, Information Systems
Crombie	Amanda	<i>Senator (previously alternate)</i>		Frank Batten School
Cross	Tina	Senator		<i>School of Medicine</i>
Cuadros	Pat	<i>Alternate for Arlene Buynak</i>		IT Budget & Administration
Davidson	AJ	Chair, Membership	X	University Advancement, HR
Davis	Becky	<i>Alternate for Brett Schnell</i>		Athletics
Doran	Chris	Senator	X	Student Financial Services
du Pont	Westley	<i>Alternate for AJ Davidson</i>		University Advancement
Eckert	Tim	<i>Alternate for Sandi Murray</i>		Office of Orientation and New Student Programs
Ehrenberg	Peggy	<i>Alternate for Lindsey Saxby</i>		McIntire School of Commerce
Foster	Sandra	Senator	X	SOM, Psychiatry and NB Sciences
Galasso	Lynn	<i>Alternate for Chris Doran</i>	X	Comptroller, Outreach Specialist
Garwood	Cindy	Senator		University Bookstore
Goldman	Melissa	<i>Senator</i>	X	Deans Office, School of Architecture
Guy	Penny	<i>Alternate for Sylvia Coffey</i>		Department of Radiology

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Harris	Amanda	Senator		Department of Otolaryngology
Henriksen	Melissa	Senator	X	Applied Research Institute
Hoffman	Kobby	<i>Alternate for Mike Ludwick</i>		Sponsored Programs, Carruthers Hall
Hunter	Katrina	<i>Alternate for Cindy Garwood</i>		University Bookstore
Hyder	Brandy	Senator		CIO Office, ITS User Experience
Johnson	Andrea	Senator	X	Department of Medicine, Nephrology Division
Kiley	Ryan	<i>Alternate for John Rhea</i>		Curry School of Education
Kish	Alex	<i>Alternate for Leslie Yowell</i>		Biochemistry and Molecular Genetics
Kriigel	Nancy	Senator	X	Pathology
Lamb	Jennifer	<i>Alternate for Maggie Stein</i>		Arts and Sciences, Dean's Office
Lawrence	Kevin	<i>Alternate for Jessica Wenger</i>	X	Facilities Management
Logan	Elida	<i>Alternate for Amanda Harris</i>		Department of Radiation Oncology
Ludwick	Michael	Chair, Advocacy	X	Sponsored Programs, Carruthers Hall
Marsh	Della	Senator	X	SON, Exec. Assistant to Assoc. Dean
Mathes	Donna	<i>Alternate for Bill Peairs</i>		Center for Comparative Medicine
Mauler	Jennifer	<i>Alternate for Jan Cornell</i>		Department of Engineering and Society
Merryman	Kelly	Chair, Communications	X	School of Continuing and Prof. Studies
Morris	Nina	Past Co-Chair (non-voting)		Facilities, E&U Sustainability
Morris	Sherry	Senator	X	School of Law
Muldoon	Amy	Co-Chair	X	Weldon Cooper Center for Public Service
Murray	Sandi	Senator	X	Elsion Student Health Center
Newsome	Eric	Past Co-Chair (non-voting)	X	Ex-Officio
Ober	Diane	Alternate for Michelle Small		UHR
Oswalt	Jackie	<i>Alternate for Della Marsh</i>	X	Dean's Office, School of Nursing
Peairs	Bill	Senator	X	Office of Environmental Health and Safety
Peek	Kathy	Senator	X	Business Office, Assoc. VP for Business
Prailey	Tammy	<i>Alternate for Lee Ann Adkins</i>		Office of Major Events
Rhea	John	Senator	X	Dean's Office, Curry School of Education
Richardson	JR	Alternate		Facilities Management
Root	Zachary	<i>Alternate for Tosh Thompson</i>		Facilities, Landscape & Grounds Mgmt.
Rorem	Anna	<i>Alternate for Amy Muldoon</i>	X	Weldon Cooper Center for Public Service

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Rose	Reggie	<i>Alternate for Michael Birckhead</i>		Facilities, Health Sys. Physical Plant
Schnell	Brett	Senator	X	Athletics
Shifflett	Molly	<i>Alternate for</i>	X	Facilities, Support Technician
Short	Rachel	<i>Alternate for Mieke Zylstra</i>		Department of Environmental Sciences
Shugart	Dannelle	<i>Alternate for Kelly Merryman</i>	X	School of Continuing and Prof. Studies
Skriloff	Nick	<i>Alternate for James Weissman</i>		Darden, Deans Office
Small	Michelle	Senator		UHR
Smith	Jamel	<i>Alternate for George Stinnie</i>		Facilities, Zone 4
Smith	Cynthia	<i>Alternate for Melissa Goldman</i>	X	Dean's Office, School of Architecture
Stein	Maggie	Co-Chair	X	Department of French
Stepanski	Mary	Senator	X	Department of Anesthesiology
Stinnie	George	Senator		Facilities, Zone 3
Strickler	Edward	<i>Alternate for Sandra Foster</i>	X	Psychiatry and ND Sciences
Sullivan	Diane	<i>Alternate for Mary Stepanski</i>		Orthopaedic Surgery
Taylor	Duane	<i>Alternate for Brett Bryant</i>		Facilities, Central Shops
Thompson	Tosh	Senator		Facilities, E&U Heat Plants
Townsend	Tony	<i>Alternate for Brandy Hyder</i>		Information Security, Policy and Records
Weissman	James	Officer (Secretary)	X	Darden, Deans Office
Wenger	Jessica	Senator		Facilities Management
Werlitz	Norman			Facilities Management
Yowell	Leslie	Senator	X	Biochemistry and Molecular Genetics
Zylstra	Mieke	Senator	X	Arts and Sciences, Dean's Office