Minutes from Staff Senate Monthly Meeting of November 5, 2019
Location: Newcomb Hall, South Meeting Room
Time: 11:00 AM – 1:00 PM

AGENDA

1. Senate Announcements
2. Kathleen Jump, Senior Writer, Dept. of Safety and Security - LiveSafe App feedback
3. Staff Senate Internal Survey Results
4. Constituent Engagement Ideas and Working Groups
5. Senate Discussion of Vision, Mission, and Goals

Item 1: Senate Announcements

- C'ville Discover Speaker Series Lecture, School of Continuing and Professional Studies
  - Topic: The Ukraine Crisis, East and West
  - Professor Yuri Urbanovich
  - Thursday, Nov. 21 from 6:30 – 7:30 p.m. at Zehmer Hall
  - Event is free
- Safety and Security Night Walk
  - Safety committee walks grounds to assess physical safety conditions (i.e. lighting, pathways, emergency phones, sidewalks)
  - Tuesday, Nov. 12
  - Senators asked to complete survey
    https://virginia.az1.qualtrics.com/jfe/form/SV_9ppBBGNbxHUC8ND
    - Suggest areas for walk
    - Identify issues to examine
    - Upload photos, maps, or diagrams
    - Share with constituents

Item 2: Kathleen Jump, Senior Writer, Dept. of Safety and Security - LiveSafe App feedback

- Highlights
  - Free, available on the App Store
Great for families because it can be used anytime, anywhere
- Designed to put all safety resources in one place
  - Feature: Report a Tip
    - User can communicate with police
    - Not for 911, more for tips and concerns
  - Feature: Emergency Call
    - Can be used anywhere in the world to dial the equivalent of 911
  - Feature: Resources
    - Gives you all the University’s resources in one place
    - Includes status boards for Academic and Health Systems, which includes closings and schedule alterations
  - Feature: Safewalk
    - User can invite someone from their contacts to walk virtually with him
    - App leaves breadcrumbs where user has walked
    - Person who is walking with the user does not have to have the app – they get a text from you with a URL
  - Feature: Geospacing
    - The app can geospace users in a specific area and notify them if there is an event or emergency
    - Users must allow Location Services all the time to benefit from this service

Feedback from Senators
- Currently there are ADA accessibility issues with the app; these have been reported to LiveSafe
- Easy to download and use
- Reporting a tip and calling the non-emergency number are equivalent, but reporting a tip can be anonymous and user can attach a photo
- Location data goes to LiveSafe, not UVA
- You can now text 911 without LiveSafe

More information at https://safetyandsecurity.virginia.edu/mobile-safety-app

**Item 3: Staff Senate Internal Survey Results**

- What do you hope the Staff Senate will accomplish this year?
  - Prioritization and specific, achievable goals
  - Communication within the Senate and with the University community
  - Benefits, specifically health and retiree health
  - Staff Senate’s role solidified within University
  - Constituent communications

- What are the top issues/areas of concern for your constituents?
  - Parking
  - Benefits/specifically health benefits
  - Salary & student/part-time wage gap
  - Connection to the University/feeling valued/belonging/autonomy
  - Retirement/retirement insurance

- What speakers would you like to have us invite?
  - Sustainability
Item 4: Constituent Engagement Ideas and Working Groups

- In Person Interactions with Constituents
  - Large Events
    - High visibility Staff events, once in the Spring and once in the Fall
    - Staff Senate “Expo” (food & drinks provided)
    - Town Hall events
    - Happy Hour / Ice Cream social event
    - Invite Staff to Staff Senate meetings twice per year
  - Small Groups
    - “Meet Your Senator” brown bag sessions
    - Senators speaking at Staff meetings
    - Visit face to face with staff
    - Special interest meetings
- Better Awareness of Ongoing/Completed Work
  - Encourage constituents to review Meeting Minutes and newsletter
  - Communicate solutions that Working Groups develop so they can be expanded to other areas with the same issues
  - Annual report on issues brought up during Constituency Corner
  - Progress tracking of ongoing Working Groups
  - Bulletin board
  - Advertise Staff Senate website
  - Blog
  - Provide feedback from the working groups back to the larger Senate
- Ways to Collect Constituent Ideas/Concerns
  - Digitally
    - Reddit style idea generation
    - Feedback form on Staff Senate
    - Website
    - Note at the top of meeting minutes requesting feedback
    - Qualtrics, survey tool
  - Non-Digitally
    - “Meet Your Senator” brown bag sessions
    - Senators speaking at Staff meetings
    - Visit face to face with staff
    - Special interest meetings
- Following Through with Constituency Corner Topics
  - Follow through with Working Groups
  - Dedicate time at the beginning of the meeting for Constituency Corner
  - Provide feedback from the working groups back to the larger Senate
Senators voted on their phones, ranked the above options for constituent engagement from most to least important
- Preliminary results (before absentee ballots) for working groups
  - 1. Better Awareness of Ongoing/Completed Work
    - Leader: Heather Landes, hal4ca@virginia.edu
  - 2. Collecting Constituent Concerns/Ideas Digitally
    - Leader: Kendall Howell, klh3t@virginia.edu
  - 3. Following Through with Constituency Corner Topics
    - Leader: Patrick Clark, pac9ve@virginia.edu
- People not in Staff Senate can be a part of working groups

**Item 5: Senate Discussion of Vision, Mission, and Goals**

- What will the Staff Senate look like in the next 15 years?
- **Vision**
  - Proposed Vision: To facilitate influential and valued partnerships between staff and the University community
  - Feedback
    - Add something about how the Senate represents staff
    - Switch “facilitate” to “establish” or “cultivate”
    - What’s the action? What is the purpose of the partnerships?
    - What are other Staff Senates doing at other schools?
    - Three pillars: staff, students, and faculty
    - Add something about Staff Senate being the voice of the staff
    - Desire for PR work to make Staff Senators points-of-contact for staff
    - Let talents of Staff Senate members be better known for better collaboration
- **Mission**
  - Proposed Mission: As a representative voice, Staff Senate continually advocates for the integration of staff within University governance and affairs
  - Feedback
    - Include part about doing what is in the staff’s best interest
    - What is the definition of “governance and affairs?”
    - Make statement bolder or more flowery?
    - Difference between staff and leadership?
    - Include part about diversity
    - Add something about Staff Senate being the voice of the staff
    - Use strong verbs and make statement more intense and bold
    - Add part back in about advancing the university as a whole
    - Replace “integration” with “inclusion”
- **Goals**
  - To be discussed at next Staff Senate Meeting
  - Proposed Senate Goals
    - Connecting with executive leadership
• President, EVPs, BOV
• Consistent meetings with J.J. Davis
  ▪ Increase value of Staff Senate both internal and external to the University
    • Increase visibility of said value
    • Improve marketing and PR efforts
    • Promote past Staff Senate actions that benefited the UVA community
  ▪ Continually improve engagement and participation as a senator
    • Membership and elections innovations
    • Improved connection with constituents
  ▪ More productive/impactful monthly meetings
    • Move to a position where speakers come to the Staff Senate meetings to specifically seek feedback or ideas.
    • Meeting structure innovations

Final Comments:
• Committee Meetings
  o University Partnerships
    ▪ Time: Last Tuesday of every month from 3:30 – 4:30 p.m.
    ▪ Location: Newcomb Hall, Room 164H
  o Advocacy
    ▪ Time: First Wednesday of every month from 11 a.m. – 12:30 p.m.
    ▪ Location: 315 Old Ivy Way, Suite 215
• Senator Actions
  o Connect with constituents
  o Respond to the UVA Night Tour survey at https://virginia.az1.qualtrics.com/jfe/form/SV_9ppBBGNbxHUC8ND
  o Follow-up on any actions identified for Mission/Vision/Goals
• Next Staff Senate Meeting
  o Time: December 3, 2019 from 11 a.m. – 1 p.m.
  o Location: Newcomb Hall South Meeting Room