



Minutes from Staff Senate Monthly Meeting of February 13, 2018

Location: Newcomb Hall, South Meeting Room

Time: 11:00 AM–1:00 PM

Meeting Summary

Welcome and Announcements: Jess Wenger and Michael Phillips - Co-Chairs

Presentation: Safety – Marge Sidebottom

Presentation: IM Rec Sports Facility Expansion – Jill Krantz

Presentation: Grounds for Success – Rachel Parsley

Senate Business: Announcements – Senators

Senate Business: Membership Updates – Andrea Johnson

Senate Business: Exec Update and BOV Opportunity – Jess Wenger and Michael Phillips - Co-Chairs

Welcome and Announcements

Jess Wenger and Michael Phillips, Co-Chairs

- Diane Ober was present with digital attendance system so those in attendance could sign in.
- Parking passes for Central Grounds Garage were made available

Presentation - Safety

Marge Sidebottom – Office of Safety and Emergency Preparedness

- Thank you for opportunity to speak to you
- Like to get around every year and give an update on how we're doing
- Overview of the office of Safety and Emergency Preparedness
 - Established in 2007
 - Needed an overall safety and emergency preparedness office
 - Wanted to see HS and Academic divisions could work together
 - 5 full time staff
 - Moved last fall to the Cochran House
 - Have a broad mission – develop and communicate safety plans and procedures
 - Design, train and exercise department's and individual's safety plans
 - Work with students, faculty and staff
 - Mitigate problematic issues and respond to issues
 - Take a look at naturally occurring events, like weather, etc.
 - Take a look at human events

- Take a look at our ability to communicate prior to and during emergencies
 - Generally focus on what's happened, how have we responded
 - Is it low priority? Still have to have a plan in place for it
 - Work closely with state, county and other government agencies
 - The City, County and UVA have worked together for 30 years in an Emergency Management capacity – have great relationships
- Safety program review
 - Critical management of events after August, 2017
 - Taking a look at how other higher institutions handle it
 - Hired a consulting agency to review and provide recommendations
 - They had major findings, presented to Pat Hogan, he provided to BOV in December
 - Overall, pleased with UVA – didn't find any major issues
 - We are nationally accredited
 - We have a robust emergency plan and are well- staffed
 - We have an advanced security monitoring program
 - We have strong partnerships with supporting agencies
 - Consultant felt that we could make improvements to programs we already have.
 - Recommendations:
 - Consider consolidating campus security and Police Department into one function
 - Is the direction we are heading, under one AVP
 - AVP model is used in a number of other colleges and universities – we can work off of their examples
 - Search is on for that person, instead of reporting to Pat Hogan
 - Health System Emergency Operations will also join that group; currently they are not part of it
 - There are a lot of similarities between the two systems; makes sense for them to combine
 - Crime prevention programming and community relations
 - Only have one person; recommended to add staff or spread current role's work around in a better way
 - Invest more resources in the event management coordination
 - Emergency preparedness at Football, Basketball, final exercises, etc.
 - Need to have a point person for event

- Reconsider approach to physical security
 - Centralizing management of these systems
 - Enhance Emergency Management communications
 - Interdepartmental – we have a good foothold
 - Provide additional training for team
 - Train people on federal programs; 3 deep
 - We can then all speak the same language
 - UVA Threat Assessment team
 - Number of folks wear a number of hats
 - Marge is chair, since 2008
 - 2008 - 25 cases – 91 cases this year
 - There are opportunities for us to improve and streamline
 - Pat Hogan is on board with changes
 - Should move in a positive direction
- Have NSA coming
 - State-of-the-art agency that looks at large venues
 - Specifically to strengthen event security
 - First event studied was September 24 “Concert for Charlottesville”
 - Also studied Bicentennial events and October and November football games
 - See what works and make it better for next time
 - Key recommendations have been made; continuing to monitor and make improvements
 - Work is ongoing and includes:
 - Barricades
 - Metal detectors
 - Clear bags
 - AFC and command center in place
 - Always consider when there is a controversial speaker
 - Ensure that everything is safe for all participants
 - Recommendations following August events
 - “Hot Wash” – how did it go, what to do the same, differently, what do you need?
 - After Action Report

- Asked regional FEMA person - neutral
 - 40 recommendations for improvement in 9 different areas
 - Key findings:
 - Of the 40, we're down to 5 that haven't been implemented
 - Communication - #1 issue always any time there is an event
 - Clearly identify how to share information
 - Memo from Pat Hogan
 - 4 different types of ways to communicate
 - Kathleen working on information which will be an infographic; some parts still in progress
 - We Use a number of rooms in Zehmer Hall
 - Have gotten all rooms in Zehmer outfitted with TV screens and virtual EOC management
 - Can get a glimpse of what's going on all across the board for emergency efforts
 - All can use: Rescue Squad, PD, EOC, etc.
- Was reviewed by City and County; they approved it
 - We all work together as a team of three and use it together as a management tool
- Where can we have a permanent, 24-7 operations center?
 - Put us all in one area so that response time is more rapid
- Some additional intelligence gathering
 - Looking at intelligence and information is critical
- Revising operational plans
 - Security and Safety committee
 - Meets monthly to review
 - Number of safety upgrades
- Night tour – end of the month

- Notice areas that are hazardous in terms of footing, lighting, etc.
 - WE will take a look at it, and see what we can do
 - You can meet us and talk about it
- - Email Kathleen and
 - Oesp@virginia.edu
- Reviewing safety app
 - Available to students, faculty, and staff
 - Academic and Medical Center
 - Not a replacement for calling 9-1-1
 - Good information you might need in the event of an emergency
 - Especially good for weather
 - Kathleen has brought safety guides
 - If you work with students or office is in a public place, please take some to hand out
 - Please be sure that you communicate with constituents and colleagues about the information we have talked about today
 - Safety is a shared responsibility
 - Sign up for UVA alerts
 - Remember: if you see something, say something- we don't know if there is something to take care of. Report it.
 - Have a plan – personal and office – and practice it
 - Be an advocate in your department
 - Chance of experiencing a natural disaster is 1 in 4
 - Report safety hazards
 - During snow and ice, please let colleagues know to enter in areas marked as “Handicapped,” by law, they are always cleared first

Q: On almost every emergency text alert I get, it says go to virginia.edu/emergency for more details But, there are never any details.

A: Usually, the initial message is the same, until we have more details. Some are resolved so quickly, there isn't more information. Before that message is even sent, we have met to determine what goes out. We will look into it to be sure that the updated info is going out. It also depends on when you're looking at the page and what kind of situation it is. The first message is the same. If there are continuing developments, etc., we try to put up updates about every 20 minutes. If you go there immediately after getting the text, you're going to see the same information because there is no update, yet. Perhaps we should re-word it, to say that if there are updates, we will post more. We will try to take away the confusion from that message. That is important.

Presentation – IM-Rec Sports Facility

Jill Krantz – IM-Rec Sports

- Brandon Avenue Master Plan
 - Project Overview
 - Opportunity for IM-Rec Sports Space
 - Your input
 - Area in the red (**See slide 5**)
 - Artist’s rendering (**See slide 6**)
 - Pedestrian Friendly
 - Master plan overview (**See slide 7**)
 - New student health and wellness center could house some space for IM-Rec, as well
 - Looking at mixed use (**See slide 8 for key to use**)
 - Biggest use being proposed is for integrated space (**See slide 9**)
 - Retail, classroom, outdoor areas, health and wellness
 - One proposal is for IM-Rec to have part of main floor and all of second floor
 - Spaces Proposed (**See slide 11**)
 - We serve students, but we could do a better job serving faculty and staff
 - Opportunity for us to think about what else we can do there
 - Outdoor rec center near Cavalier Inn is coming down this summer; still determining where it is going to live

Comment: If you’re going to have a facility that close to the medical center, you are going to have residents, med center staff, etc. You will want to consider that in terms of locker rooms. They are going to use locker rooms, because their hours are not normal and they aren’t coming and going from home.

- IM-Rec wants to create pockets of space where there is some privacy for folks to go do their thing
- IM-Rec thinks there may be a need to be open 24/7 – and open during breaks
- This facility will not have a pool and will not have a large gymnasium

Comment: Because there are so many gyms in the area that will offer the same features (and are 24/7) can you make the pricing more competitive? Things like Planet Fitness. Location is prime, but price is not.

- IM-Rec Sports Brand
 - Your thoughts?
 - We know that our name evokes “old fashioned” sports
 - Some think it’s only for the students
 - Asked opinions of name ideas
 - Are polling students as well.

Presentation – Grounds for Success New Employee Orientation

Rachel Parsley – UHR Onboarding and Career Services Team

- What is GFS? **(See slide 17)**
 - Introduction and welcome to new academic employees
 - 700 employees attended in 2017
- Calling All Facilitators **(See slide 18)**
 - Looking for facilitators to serve August 2018- July 2019
 - Must have prior facilitation experience
 - Must have manager approval
 - From all areas of the University – not just HR
- What's in it For You? **(See slide 19)**
 - Professional Development opportunity
 - Make an impact on the University community
- Interested? Questions? **(See slide 20)**
 - Contact Rachel Parsley
 - 434-924-3645
 - rbp9h@virginia.edu

Senate Business - Announcements

Laura Martin, Darden School of Business

- Darden, Batten and School of Law
 - 8 fellows on an annual basis
 - Want to get un-siloed –get students to understand what other sectors look like, understand leadership decisions from a broader perspective
 - CEOs – expose to challenges they face
 - Invite to panel discussion 2-16 at 3 p.m. **(See slide 22)**
 - At Darden and free parking
 - Bring colleagues – for all at UVA

Q: Will it be taped?

A: It will be made available eventually.

Senate Business - Announcements

Debbie White, Darden School of Business

- Arts around Grounds
- Display art in your school, unit, or department
- Have good representation so far
- Meet once a semester

- Move location around
- Art opening on February 28
 - Opening reception 2-28 from 4 to 7 p.m.
 - Runs through July 15
 - UVA Darden in three locations
 - Alumni Lounge, Darden Art Gallery and on second floor of Camp Library
 - Hours are 8 a.m. to 5 p.m.
- Subscribe to list and you will get info
 - Whited@darden.virginia.edu

Senate Business – Membership Update

Andrea Johnson – Membership Committee

- There are two membership coordinators
 - Diane Ober is one – database coordination, instrumental
 - Retiring March 16
 - Opens up one of the membership coordinator positions
 - Michelle Busby serving as other coordinator
 - Bruce will finish out this term
- Staff Senate Representation Working Group Timeline (**See slide 25**)
 - Contacting alternates this week to determine what they're doing
 - Moving up, rotating off, etc.
- March 15 Meeting
 - Little bit more of a working group, as opposed to info heavy
 - Tonia Duncan-Rivers from Center for Leadership Excellence will present
 - Micro-class on Assertive Communication
 - How do we ask questions in ways that are productive?
 - Think of questions you might have
 - OE will also present
- July 11 – special lunch
 - Do not have location, yet
 - Amanda handled last year by herself; need 1-2 more volunteers
 - Amanda is not available this year
 - Let Andrea Johnson know if you can help
 - HR folks help with all of the catering
 - Guest speaker is already lined up
 - It's very manageable and doesn't take a lot of time
- April 12 Meeting
 - The big 3 – Tom, Pat and Rick

Senate Business – Exec Update and BOV Opportunity

Jess Wenger and Michael Phillips, Co-Chairs

- President Sullivan will join us for July luncheon
- Met with Advisory Board in January
 - Update on what we have been doing
 - Discussed BOV opportunity

- Meet with UHR advisors in March
 - Do we want a UHR liaison to Staff Senate to attend all Senate meetings to give a brief update?
 - Yes. Especially with transition, there are still a lot of unknowns and confusion – we can always phase it out
- President’s Commission on the University in the Age of Segregation nomination
 - Should have gotten an email from President Sullivan
 - If you want to be nominated on behalf of Staff Senate, send it our way and we will be happy to do it
- BOV Luncheon Opportunity (**See slide 28**)
 - Six members of Staff Senate Exec invited to March 2 BOV luncheon
 - Jeffersonian conversation – bring 6 questions or discussion topics, one for each table
 - We need your help with questions and topic areas
 - 6 of interest to Staff Senate
 - Not something we’d ever thought was going to happen; but are really excited about it!
 - The BOV is a little more big picture (**See slide 29**)
 - Thoughts?
- What specifically, about the student experience? Could we narrow it down to three specific elements of the student experience? How would that be communicated? Utilize liaisons tied to student council, etc. Get a more accurate picture of what the student experience is life.
 - People think Faculty are the only ones who engage with students. Come up with a creative way to explain that staff do, too!
 - Do they still have a student representative on BOV? – Yes
 - There are two non-voting – one faculty and one is a student
 - Faculty member is usually immediate past president
 - Student is nominated- they are not always tied to student council
 - Both are non-voting, but they are in the room
 - Can we ask them to please choose a student who is also a staff member, we can make that suggestion, but it also has to tie into the student experience pretty heavily
 - Currently, we are trying to send our immediate past chair to open meetings when we can

- Pros and cons for having only one student on BOV?
 - Could there be more than one so perspective isn't so narrowed?
 - What about opening up the discussion about having a Staff Senate rep on BOV, like they have a student rep
 - By code of VA law, they can't have a staff member on BOV....but maybe could have them invited on a regular basis?

Comment: Broader perspective – staff tend not be integrated into residential life. Maybe a topic is to how to help staff see the broader picture, being inclusive of staff and the diversity of staff. How we could open lines of communication to make that disseminated more efficiently?

Comment: Attract and retain faculty – much hay is made about this – how to we attract and retain staff?

- It's a good question – all the BOV members do not come from academia. There could be lessons they've learned in their own careers that they should share

Comment: Committee designated to Health System – do you want me to reach out to their council chair and see if they have any topics of discussion to suggest?

- We don't have to limit this discussion to this meeting. If you or your constituents come up with something, let us know.

Next Meeting:

- **Thursday, March 15, 2018**
Newcomb South Meeting Room
11:00 AM – 1:00 PM

Organizational Excellence Update

Center for Leadership Excellence -Tonia Duncan-Rivers

Mini course on an assertive communication in preparation for our April meeting