

Minutes
Commission on Staff Policies and Affairs
November 30, 2010 ~ 2:00 p.m . ~ 260 Durham

Present: Judy Alford, Lora Cavuoto for Kathy Webb Farley, Carolyne Dudding, Velva Groover, Amanda Grose, Hal Irvin, Teresa Lyons, Beth Osborne, Wanda Smith, Richard Sorensen, Don Taylor, Sue Teel, Tom Wertalik, Lisa Wilkes, Connie Wilkinson

Absent: Lubna Chowdhury, Robin McCall-Miller, Wyatt Sasser

Call to Order

The meeting was called to order at 2:03 p.m. The agenda was approved as presented. The minutes from the last meeting on October 26, 2010 were approved electronically.

Staff Emeritus Update

The team who has been working on the staff emeritus project, Judy Alford, Hal Irvin, Beth Osborne, and Don Taylor, gave an update on the work they have done. Hal met with Jack Finney and went over some suggested emeritus policy changes from the team. Jack would like to see the reference to staff in the emeritus policy removed and have a distinguished career award created for staff instead. Hal plans to talk to Kim O'Rourke and get her opinion on creating a new award and see if it might be possible to tie it into the President's Award nomination process. Commission members felt that if a new staff award is created, it should be reserved for retirees and should have strict criteria for its recipients. There was discussion about whether the award should be a college, departmental, or university level recognition. The consensus was that it should be a university level award that goes before the Board of Visitors for approval. The team will continue their work on the project and will keep commission members updated on its status.

Communication to Staff without Computer Access

Although Wyatt Sasser was not in attendance, he sent a handout to the meeting that outlines the communications plan that is currently being used to disseminate information to housekeeping workers. It was pointed out that the housekeeping staff are not the only group of employees who don't have regular computer access. Many employees in Dining Services and Facilities also don't have access. It was suggested that it might be good for Robin Ball and Sam Camden to attend an upcoming CSPA meeting to discuss the communications plan for each of their areas. While it would be good to discuss their plans, some felt that this only addresses the issue of what is being done but not whether it is working or not. Hal Irvin mentioned the upcoming communication survey that everyone will be asked to complete online and suggested it might give some insight as to what is working

and what isn't. However, some felt that this is not the best approach for a group of employees who have limited computer access and that focus groups with them might work better. Beth Osborne will contact Robin and Sam and ask for their input. Mark Owczarski, Director of News and Information, will be attending the February CSPA meeting to discuss the "blue papers."

December Meeting

Since many departments will be closed the entire week after Christmas, commission members were asked if they wanted to cancel the meeting scheduled for December 28 or reschedule it. A motion was made to cancel the meeting. The vote was taken, and there was a unanimous decision to cancel the meeting.

Staff Leadership Award Committee

Members were asked if anyone was interested in serving on the Staff Leadership Award Committee. Judy Alford, Teresa Lyons, Sue Teel, and Connie Wilkinson all volunteered.

Adjournment

There being no further business, the meeting was adjourned at 3:00 p.m. The next meeting will be January 25, 2011 from 2:00-3:30 in the President's Board Room.

Respectfully Submitted,

Melissa Ball
CSPA Support Staff