

## **Commission on Staff Policies and Affairs**

**March 28, 2023, 2:00 p.m.**

**Zoom Videoconference**

**Present:** LaTawnya Burleson (presiding), Callan Bartel, Curtis Mabry, Alan Grant, Jennifer Case, Jamie McElfresh, Brent Bowden, Bruce Harper, Mary Sullivan, Joseph Baker, Alex Parrish, Evans Lusuli, Alicia Eaton, Sara Lucy, Bella Krisfalusi,

**Absent with Notice:** Mary Helmick, Judy Alford **Absent:** Chris Akers

**Guests:** Serena Young, Sue Teel, & April Myers

LaTawnya Burleson called the meeting to order at 2:03 p.m. A quorum was present.

### **Adoption of Agenda**

A motion was made and seconded to adopt the agenda. The motion carried.

### **Presentations**

#### **1. Job Architecture: Evans Lusuli, Compensation Director**

Focusing on mainly A/P faculty positions. By 2025 would like to be competitive.

- **Question:** LaTawnya Burleson - Do you see Job Architecture as transitioning more staff into APF roles? Evans Lusuli - No, not looking to change anyone's status. We want to provide framework for how to manage growing the career without creating a rigid process.

#### **2. Merit**

Last year the state passed a two-year program that had a 5% merit allowance. Leadership supportive of launching Merit program this year. When the state meets at the end of May, they might change what was previously promised. But we are moving forward with 5% with understanding it can change once the state sets a budget. Stay tuned for more details as time passes.

- **Question:** Do you have any suggestions regarding staff performance eval to keep it equitable? Evans: We have strategically targeted staff positions, in 2022 we re-launched program where we worked with senior managers on positions that are below 80% market value. Acknowledge each sector does not have equal resources so it's an inherent issue.

- **Question:** Callan Bartel: Moving forward with 5% is a great step. Clarity: discussing other proposals out to state - are you thinking the merit may change for positive or decrease?  
Evans: It's an election year...I'm projecting it up but don't take my word for it.

### 3. Sue Teel, Performance and Learning & Development Specialist, Talent Development: Presentation for CSPA

- A. A new performance management system gives us a tool to document conversations, employees can track their accomplishments. We are trying to change the culture, goal to develop plan in beginning of year on what you should work on, clear benchmarks for evaluation of success, etc.
- B. Inaugural Professional Development Conference at Virginia Tech, Influencing Change and Solving Wicked Problems. May 4, North End Center. For all faculty and staff. Action: Sue will send website to CSPA

Contains 6 Tracks:

- Technology
  - Accessibility
  - Shared Governance
  - Resources
  - Engagement
  - Leading Where You Are
- C. Talent Development Programs in development
- a. Leadership development
    - Call for applications 4/24
    - Cohort announced July
    - First cohort experience - Sept 27
  - b. My Ut Prosim Plan
    - Still in drafting stage
  - c. Finding your Why, Where, How
    - Target date 12/23
    - Doesn't have to be work related
  - d. Franklin Covey programs
    - In process of purchasing, curated content
  - e. Coaching
    - Still brainstorming phase
    - Need stopgap for supervisors - coaching employees
  - f. Summer programs to collaborate with Hokie Wellness

- **Question:** Bruce Harper: when and how will these be offered? Hoops needed to jump through? Sue Teel: It will be during work hours, comes down to supervisor and employee.
- **Question:** LaTawnya Burleson - will there be limit for May 4? In person 100, zoom unlimited. Callan Bartel - propose idea - a lot of things occur after hours/ weekends, but last thing I want to do is drive back to Blacksburg. I would be much more interested in participating if there were options in Roanoke area.  
SueTeel: Hokie Wellness does have programs at School of Medicine, Roanoke.
- **Question** LaTawnya Burleson - for cohorts - will there be a limit on that? All classifications together.  
Sue Teel: we haven't gotten that far along.
- **Question** LaTawnya Burleson- is there a place for staff to provide feedback to Human Resources on performance evaluation system?  
Sue Teel: Send feedback/questions through **HR SC 7**. HR Service Center?

### **Adjournment**

There being no further business, a motion was made to adjourn the meeting at 2:46 pm.