

**Commission on Staff Policies and Affairs**  
**October 26, 2021**  
**2:00 p.m.**  
**Zoom Videoconference**

**Attendees:** LaTawnya Burleson, Cheri Meador (for Mary Helmick), Judy Alford, Alan Grant, Pat Donovan, Doug Broyles, Chris Akers, Jennifer Case, Sue Teel, Jo Baker, Curtis Mabry

**Absent:** Amanda Lucas (absent with notice), Mary Helmick (absent with notice), Tami Foutz, Bruce Harper (absent with notice), Alex Parrish

LaTawnya Burleson called the meeting to order at 2:01 p.m. A quorum was present.

**1. Approval and posting of minutes from September 26, 2021**

The minutes have been approved electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

**2. Old Business**

**Staff Senate Bylaw review/update**

Bylaws can be updated without being approved through the governance process (updates to the constitution would require governance approval).

LaTawnya asked for the commission members to review and offer suggestions for any updates.

**Staff Employee Description updates**

LaTawnya asked for clarification on where a staff member can find their current position description. Sue shared that it is housed in PageUp, and there is a handout that details how employees can locate their position descriptions. Based on circulating information, it was asked if employees would have to apply for their jobs again if their position descriptions change considerably; it was confirmed they will not.

**3. New Business**

Three resolutions for consideration were shared with the group via email prior to the meeting and discussed.

**Graduate and Professional Student Senate**

**GPSS Resolution 2021-22K**

Resolution to End Prison Labor Contracts and Reform Hiring Practices

LaTawnya shared that recommendations had been made prior to the meeting to hold on any action for this resolution pending clarifications, but further discussion determined that the resolution does not fit within this commission's charge.

**Graduate and Professional Student Senate**

**GPSS Resolution 2021-22F**

Resolution to Increase University Staff Minimum Wage to \$15 an Hour

The group discussed current minimum wage requirements mandated by the state, university, and specific departments/positions and considered how it would apply to staff and/or student

positions. The compensation group could be consulted to determine what work has already been done or is ongoing and if taking on this issue would be feasible.

**Graduate and Professional Student Senate**

**GPSS Resolution 2021-22H**

Resolution to Clarify and Expand Parental Leave Policies, Childcare Services, and Family Insurance Plans

Discussion involved the intricacies involved in expanding faculty/staff benefits to include graduate assistants. It was determined that the resolution does not fit within this commission's charge.

**4. Adjournment**

There being no further business, a motion was made to adjourn the meeting at 2:50 p.m.