

MINUTES

Commission on Staff Policies and Affairs

Date | time 9/26/2017 2:00 PM | *Meeting called to order by* Chairman Tammie Smith

Approval of Agenda and Minutes

Minutes: LeeAnn Ellis moved to accept the minutes from the April 25 meeting. Sue Teel seconded motion.

Agenda: Susanna Rinehard moved to accept the agenda presented for the September 26 meeting. LaTawnya Burleson seconded motion.

New Business

Climate Survey Update: Interim Vice President for Human Resources, Dr. Lisa Wilkes, provided an update on the history and future of the staff climate survey. Human Resources knows of several key changes that may be made including limiting the number of questions on the survey and broadening other areas. There is also a decision under consideration to include students on the next climate survey. The university would like to mirror the data acquisition to position the university to qualify for the “The Best Colleges to Work For” destination by The Chronicle of Higher Education.

Human Resources Transformation Initiative (Presentation by Dr. Lisa Wilkes): Started two years ago with the engagement of Sibson Consulting, a complete overview of all HR functions including input from across campus and inside HR, ten recommendations were presented for consideration and implementation. Dr. Wilkes presented a slide presentation overviewing the emerging model for HR in the future including administrative, consulting and strategic facets.

President Sands Statement of Support for Participation in Governance: The Commission was provided the copy of the September 2017 letter from President Sands. Also published in the September 21 edition of VT News, this letter expressed his support for being sure that encouragement of university staff’s time and resources in serving on various committees and commissions. President Sands described Virginia Tech as having a, “robust system of shared governance – not quite like any I have encountered elsewhere”.

The Commission unanimously shared its appreciation for the letter and support of the content.

Commission on Staff Policies and Affairs Charge for 2017-2018 Members were provided the Commission’s official charge for the coming academic year by Chairman Smith.

New Appointments Needed from CSPA for this year:

- Equal Opportunity and Diversity: LaTawnya Burleson
- Employee Benefits Committee: Betty Wilkins
- Spouse and Dependent Scholarship: (still vacant)
- Staff Career Achievement Award: Danette Poole, Sue Teel and LaTawnya Burleson

First Reading: Resolution on Amendment to Staff Senate Constitution: Commission reviewed the proposed resolution. Discussion regarding whether the resolution was clear about this change only applying to the Constitution and only being “minor” in nature. Chairman Smith will provide to the Commission the long text version, which may clarify questions prior to the second reading request (October Commission meeting).

New Performance System Update (Dr. Lisa Wilkes): Because the current performance management system will not integrate with the upgrade to Banner 9.0, Human Resources is currently pursuing the selection of an off-the-

shelf solution that will integrate with Banner 9.0. The hope is to use the off-the-shelf product with little enhancements so understanding how performance management will change in the future is unknown.

Commissions Goals for 2017-2018 include:

- Research and advise on leave issues (may include but not be limited to changes to winter closing schedule)
- Research and advise how to better support lower pay band employees (i.e. pay bands 1-3)
- Update career staff achievement award
- Provide guidance and input to the staff representative (Robert Sebek) on both the Master Plan approval committee and the Strategic Plan approval committee.
- New Performance System Upgrade. We expressed a desire to participate in the implementation of the new system, and to try to add Service as a component of staff performance plans.
- Campus Climate Survey: A subcommittee was appointed to review and report back to CSPA on the last campus climate survey. Robert Sebek offered to serve as chair.

Chairman Smith adjourned the Commission at 3:30PM.

Respectfully Submitted,

Mary Helmick

Vice Chair, Commission on Staff Policies and Affairs