

University Council

MINUTES

JULY 12, 2012

1:30 PM

TALENT DEVELOPMENT AND
HUMAN RESOURCES

MEETING CALLED BY	Sue McKibben, Chair
TYPE OF MEETING	Committee Meeting
FACILITATOR	Sue McKibben, Chair
NOTE TAKER	Margaret Canzonetta
ATTENDEES	<p>Members Present: Kim Beyer, Margaret Canzonetta, Lissia Gerber, Becky Hoover, Karin Jordan, Mary MacCracken, Sue McKibben, Neil Sapienza, Susan Speers</p> <p>Absent with notice: Kelsey Risman</p> <p>Absent without notice: Karastin Katusin (3); Mark Shanislaw (2)</p>

Agenda topics

INTRODUCTION OF NEW MEMBER

DISCUSSION	Sue introduced our newest committee member, Karin Jordan, who will be replacing Michael Shuldiner as a Chair/School Directors representative to the Committee. Karin's term ends April 30, 2014.

PRIOR ISSUE BRIEFS

DISCUSSION	<p>Becky distributed a working draft response to the David Witt issue brief for the Committee's review and asked for feedback from the Committee.</p> <p>The Chris Kuhn issue brief is still on hold and Mr. Kuhn was notified that the brief will require significant research and consultation before the Committee can address the issue.</p>

STAFF RECOGNITION ISSUE BRIEF:

DISCUSSION	<p>Kim summarized the process for how the Student Engagement and Success department honors its employees. She explained that anyone who is nominated receives a congratulatory letter. The Committee discussed whether the recognition should be tied into the performance review, is the recommendation from a reliable source?, should it be supervisor-driven, how often tallied, and how the criteria would be set up for the program. The Committee will inform SEAC that it supports a recognition program, but it does not have the resources to implement a program. It was agreed that perhaps it made sense for CPAC, SEAC and Faculty to decide the</p>
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	criteria to receive a “customer service” type recognition for each group. The Committee could gather resources from other units that are recognizing their employees and pass this on to the groups. It was suggest that perhaps Mike Kimble would be a good person to assist the Committee with gathering this information.

PHILIP ALLEN ISSUE BRIEF

DISCUSSION	The issue brief from Philip Allen questioning why long-time, part-time employees were not converted to full time. Becky explained to the Committee that there is no policy about transitioning part time employees to full time. Part time employees can only apply for full time positions to receive the benefits of a full time employee. Talent Development and Human Resources will draft a response to Philip.

SEAC ISSUE BRIEF REGARDING PART TIME STAFF FEE REMISSIONS

DISCUSSION	Becky indicated that a task force was needed to work with the Budget & Finance Committee to work together on the issue brief in two stages: create a response to the author about the specific question and to review the relevant University policies regarding tuition/fee remission as they now stand. Fee remissions are administrated by the Payroll department. The Committee agreed that the policy should be revamped and tightened up to include all employees. Becky, Lissia, Margaret, Sue and Susan agreed to represent the Committee to work with the task force on this issue. Becky cautioned that this research will become a part of public record.
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