

# **Talent Development & Human Resources**

## **Minutes**

April 22, 2016 – 10:00 AM

Leigh Hall Room 416

Meeting Called by: Elizabeth Erickson

Type of Meeting: UC Committee

Attendees: Elizabeth Erickson, Martin Wainwright, Alisa Benedict O'Brien, Mary MacCracken, Bill Viau, Bonnie Bromley, and Myra Weakland (Todd Rickel missing with notice)

Notes submitted by: Alisa Benedict O'Brien

### **Agenda:**

Called to order by Dr. Erickson.

Minutes were presented by Bonnie. Discussed revision to Minutes – Bonnie will update and send Alisa the file. Motion made to approve the Minutes of the April 8<sup>th</sup> meeting. Bonnie moved to accept the Minutes. Motion carried and vote was unanimous. Minutes of April 8th meeting approved (with corrections stated).

Dr. Erickson's report on UC: last meeting discussed response to ABG set of Bylaws and UC's suggestions on the draft; voted not on bylaws but on the response to the bylaws. UC wanted to ensure input in future planning; was passed by UC and sent to President with copy to Chair of Board. Board should have the draft/commentary from UC. Also discussed the "smoke free" campus proposal. Majority opinion from survey was to have designated areas for smoking – was passed by UC (Bill noted that the reason for designated smoking areas was for the AA meeting that UA hosts).

Dr. Erickson received an email regarding John Kline from the Student Services Committee – they want a copy of our proclamation that we used for Theresa Beyerle to provide to John's wife. Dr. Erickson will recommend that the proclamation/recognition should come from the entire UC, not just the committee for John's service.

Performance Evaluations Discussion:

Martin shared his report:

*The Performance Evaluation Subcommittee of the University Council Talent Development and Human Resources Committee met at 10:00 am on January 26 to consider John Kline's petition concerning his evaluation. In this particular case, Mr. Kline received a superior evaluation*

*from his supervisor but no accompanying bonus or salary raise. Three questions lay before the committee:*

- 1. Was the supervisor's treatment of Mr. Kline appropriate?*
- 2. Should the evaluation criteria allow for more than three rankings of performance?*
- 3. Should the superior performance result in additional monetary compensation?*

*Regarding the first question, the subcommittee believed the supervisor had acted appropriately. Regarding the second, the subcommittee decided there was no need to increase the ranks of performance, since this would probably simply lead to inflation of the average assessment to the second highest rank. The committee did not address the third issue in its meeting. Nevertheless, there appeared to be a general sentiment at the following full meeting of the TD&HR Committee that some sort of additional compensation should accompany a determination of superior performance, particularly considering the fact that substandard performance results in a raise freeze for the year in question. The problem, of course, is the recent lack of raises, which removes both incentives for superior performance and disincentives for inferior performance. Nevertheless, this issue deserves serious consideration for times when funds are available.*

Bill noted that the Vision 2020 language on the first page of the current performance evaluation form will be revised and ask employees to identify their goals.

Motion made to pass the issue brief on to the Steering Committee. All in favor. Martin will send final report to Alisa to be forwarded on the UC Steering Committee.

Myra's report: already have 170 surveys from CPAC and SEAC. Myra will update us on survey results next week. Committee reviewed the survey questions that were sent to CPAC and SEAC.

Bonnie noted that some members of SEAC were insulted by the elementary nature of the course offerings listed on the survey. We will give aggregate results and break out the CPAC/SEAC results.

Bill noted that we should include in our final recommendation that the university provide funding for any professional programming going forward.

We need our committee report on our goals to the UC ASAP – we will finalize at our May 6<sup>th</sup> meeting.

Language to include in report: "Given the loss of the talent development activity due to the close of ITL, TD/HR committee recommends the following..."

A coordinated effort to replace ITL training for staff and contract professional and other institutional personnel. We recommend that we adapt programming similar to Kent State and UA Solutions and that some university resources be allocated."

Myra will circulate a draft to the committee. Alisa to send Myra the original issue brief.

Dr. Erickson reported on layoff/succession planning. We need to identify the issues and the recommendations – will resume next time.

It was noted that overall enrollment is down 8%; freshman enrollment is down 30%. Looking at budget cuts again – UC council budget committee will be involved.

Meeting adjourned at 11:02 AM.