

Talent Development & Human Resources

Minutes

May 2, 2018 – 3:00 PM

Leigh Hall Room 416

Meeting Called by: Elizabeth Erickson

Type of Meeting: Talent & Development UC Committee

Attendees: Elizabeth Erickson, Bill Viau, Alisa Benedict O'Brien, Mary Jo MacCracken, Joe Minocchi, Melanie McGurr, Peggy Walchalk, Fahima Nassimi, and Brittany Hartman. Sarah Kelly was also in attendance. Missing with notice: C.J. Peters.

Agenda

Minutes

Update on Wellness Committee

SEAC and CPAC information for Dean Tudor on Solutions

Work place bullying /harassment issue

Discussion of two issues brought to my attention: termination dates and family leave

New business

Dr. Erickson called the meeting to order and while we did not have official minutes from the April meeting, we recapped what was discussed. Next, we introduced Fahima Nassimi, our new SEAC committee member.

We discussed UA solution course offerings. Liz has met with Dean Tudor. Joe shared the following list from CPAC:

Contract Professional interest in UA Solution course offerings

- 1.) Adobe InDesign/Photoshop
- 2.) Leadership Essentials
- 3.) Project Leadership and Motivation
- 4.) Project Management Essentials
- 5.) Project Management – Certificate in Applied
- 6.) Finance for Non-Financial Managers
- 7.) Lean Mastery
- 8.) Six Sigma Black Belt
- 9.) Six Sigma Green Belt
- 10.) Clifton Strengthsfinder

Liz will be sharing this, along with SEAC's list, with Dean Tudor.

Work Place Bullying/Harassment Topic Submission. Melanie shared the current policies UA has regarding sexual harassment as well as policies of other universities. Dr. Erickson talked with AAUP (Pam) and was told there needed to be a management policy. Our committee should review the current faculty policy in the Collective Bargaining Act, Article 5, Section 4. Our committee should also review the following policies:

Anti-Bullying Policies

New York University

<https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/bullying--threatening--and-other-disruptive-behavior-guidelines.html>

Oregon State

<http://eo.oregonstate.edu/bullying-policy>

McNeese State

https://www.mcneese.edu/policy/anti-bullying_policy

Anti-Harassment Policies

Grand Valley State

<https://www.gvsu.edu/policies/policy.htm?policyId=7E08654A-ACE7-9AC9-5B933125DDA72033>

University of Dayton

<https://www.udayton.edu/policies/finance/nondiscrimination-policypage.php>

University of Iowa

<https://opsmanual.uiowa.edu/community-policies/anti-harassment>

For the June meeting, we will discuss and work on drafting a policy.

Liz next discussed an issue of termination dates as presented to her by Martin Wainwright (previously a committee member). When an employee is leaving the university, and will have a gap in benefits, what is the policy? Coverage ends on the last day of your employment. Sarah and Bill explained UA policies.

The second issue Liz discussed is what extra time is given towards tenure for maternity leave. Sarah noted that you get 20 days of paid maternity leave, plus 6-8 weeks of paid sick time, provided you have it. Otherwise, you can take FMLA (unpaid sick leave). Faculty will be talking to AAUP about policies. As related, are there issues with SEAC or CPAC? Bill noted that as state employees, we can accrue sick leave with no limitations.

Bill and Sarah updated us that the sick bank and request by CPAC for a timeline on raises are both in the review process with HR and they will give us a status update.

We also recognized Mary Jo for 50 years of service and her community service award.

Meeting adjourned at 3:50PM.