

Talent Development & Human Resources

MINUTES

JANUARY 22, 2019

3:00 PM

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| MEETING CALLED BY | Mary MacCracken |
| TYPE OF MEETING | Monthly Meeting |
| PRESIDER | Mary MacCracken |
| NOTE TAKER | Peggy Walchalk |
| ATTENDEES | <p>Members in attendance: Andrew Barry, Mark Foster, Brittany Hartman, Renata Janosi, Mary Jo MacCracken, Melanie McGurr, Joe Minocchi, C.J. Peters, Eric Veigel, Peggy Walchalk</p> <p>Absent with notice: Sarah Kelly</p> |
| Agenda topics: | |
| 3:00 P.M. | CALL TO ORDER MARY MACCRACKEN |
| DISCUSSION | <ol style="list-style-type: none"> Mary MacCracken called the meeting to order and provided a proposed agenda. Review of the December 11, 2018 meeting minutes – approved as written. |
| 3:10 P.M. | OLD BUSINESS MARY MACCRACKEN |
| DISCUSSION | <ol style="list-style-type: none"> A Sick Leave Bank Policy update will need to be presented at the February 12, 2019 University Council meeting. Chair MacCracken will request a status update from Sarah Kelly, Human Resources. A response to Anti-Harassment and Bullying Statement is needed. Vice Chair McGurr volunteered to write a draft supporting the needs of such a statement. It is believed that lactation stations are located in the Student Union, Shrank Hall South, and the Law School. However, an official list should be made available and shared campus-wide. Dean Peters will check with Stephen Myers of Capital Planning to verify the process in making designated stations official. Vice Chair McGurr will check with Human Resources to see where the information is published and if the information is shared on the Digest, could it be shared more frequently. The Recreation and Wellness committee announced at the last University Council meeting that they are working on the Wellness Incentive topic. Eric Veigel had attended one of the Recreation and Wellness committee meetings. Chair MacCracken encouraged Eric to attend the next Rec & Wellness committee meeting to see if our TD/HR committee can be of any assistance. Discussion regarding the Workforce Development/UA Solutions topic submission. Vice Chair McGurr created a list of questions (Appendix below) to discuss with the UA Solutions staff. Rose Withem and/or Jean Spangler of UA Solutions have agreed to meet with Melanie and/or Liz Erickson to discuss. Melanie will arrange the meeting. |

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| 3:45 P.M. | NEW BUSINESS | MARY MACCRACKEN |
| DISCUSSION | <ol style="list-style-type: none"> 1. Eric Veigel reminded members that distance learning rooms are available if our committee should ever need to meet via web conferencing. 2. Chair MacCracken encouraged members to attend and support our committee at the next University Council meeting scheduled for February 12, 2019 (3-5 p.m.) in the Jean Hower Tabor Student Union room 312. 3. No other new business. | |
| 4:00 P.M. | ADJOURN | MARY MACCRACKEN |
| DISCUSSION | <ol style="list-style-type: none"> 1. Meeting adjourned at 4:00 p.m. 2. Next meeting will need to be scheduled before the February 12, 2019 University Council meeting (either January 30, 2019 or February 6, 2019). | |

Appendix: Questions for UA Solutions

1. Does UA Solutions maintain a list of non-fee reduced courses offered? If so, can this list be shared or published?
2. How do you determine the costs of lab fees, supplies, and other resources for the courses that have reduced fees?
3. Do enrollment targets change for each course or is there a set number of students that needs to be reached in order for UA employees to enroll?