

# Talent Development & Human Resources

MINUTES

FEBRUARY 6, 2019

4:00 PM

LH 416

MEETING CALLED BY	Mary MacCracken	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Mary MacCracken	
NOTE TAKER	Peggy Walchalk	
ATTENDEES	<p><b>Members in attendance:</b> Andrew Barry, Elizabeth Erickson, Brittany Hartman, Renata Janosi, Sarah Kelly, Mary Jo MacCracken, Melanie McGurr, Eric Veigel, and Peggy Walchalk</p> <p><b>Absent with notice:</b> Mark Foster, Joe Minocchi, and C.J. Peters</p>	
Agenda topics:		
4:00 P.M.	CALL TO ORDER	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. Mary MacCracken called the meeting to order.</li> <li>2. Members provided introductions.</li> <li>3. The proposed agenda was accepted as written.</li> <li>4. Review of the January 22, 2019 meeting minutes – approved as written.</li> </ol>	
4:05 P.M.	OLD BUSINESS	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. <b>Sick Leave Bank</b> – Sarah Kelly announced that the Sick Leave Bank policy has been revised and has been submitted to University Council Executive Committee for review.</li> <li>2. <b>Workplace Bullying and Harassment Policy</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation.</li> <li>3. <b>Nursing Mother’s Location</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation noting that the locations need to be publicized for the students. The information should also be shared through Adult Focus and student groups can help by spreading the word on locations.</li> <li>4. <b>Wellness Incentive Program</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation.</li> <li>5. <b>Workforce Development/UA Solutions</b> – Tuition remission for Professional Development Courses. Vice Chair McGurr noted the department’s name has changed to Workforce Training Solutions. There are still unanswered questions that need addressed (see Appendix). It was suggested that members of the committee meet with representatives from the department to clarify the concerns. Liz Erickson, Brittany Hartman and Eric Veigel agreed to meet with Rose Withem and Jean Spangler to discuss.</li> </ol>	
4:40 P.M.	NEW BUSINESS	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. Chair MacCracken will make revisions to the Power Point presentation in preparation of the February 12, 2019 University Council meeting.</li> </ol>	

5:00 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	1. Meeting adjourned at 5:00 p.m. 2. Future meeting dates identified as February 27, March 13, and April 3, 2019.	

Attachments: [Topic Submission Recommendations\Nursing Mother's Location Topic Submission Feb 6.docx](#)  
[Topic Submission Recommendations\Wellness Incentive Program Topic Feb 6.docx](#)  
[Topic Submission Recommendations\Workplace Bullying and Harassment Policy Feb 6.docx](#)

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 are there a set number of students that needs to be reached in order for UA employees to enroll?