**Meeting 02/08/2022**

121 Borland / Zoom

**Present**: Diana Malcom, Brendan Berthold, Jenny Blew, Nina Bumgarner, Hope Falk, Kaylie Maines, Mark Powell, Machelle Reese, Rebecca Simpson. Visitor: Dean Carpenter.

Meeting intentions – to discuss the staff concerns with Dean Carpenter.

Beginning thoughts (Dean Carpenter): Thanks for your leadership and time to meet with him. It is important for all the units to stay connected. The institution places more emphasis on students and faculty than staff. He recognizes that staff are important to get things done. We need to be sure that staff are visible and valued. Is this an equity issue in that front line workers may be lower paid but can’t take days off?

Posting office hours on doors would help for everyone to know when staff are available. Offices with foot traffic need to have in-person staff. Outward facing or inward facing determines the need for in-person staff. HR is updating work schedule guidelines – possibly announced this fall.

A&A HR is overburdened, as is the University HR. Staff loose vacation days because they are overworked. The compensation project froze job reviews and may have contributed to the problem. One solution would be for staff to only work four days a week during the summer. Staff may donate vacation time to others in the college who need sick/vacation time.

The salary cap only for staff, not faculty. This may be addressed with the compensation project. Supervisors can make a case to Jerry or Dean Carpenter to offer a salary increase within the salary band for current employees. Salary bands are being benchmarked with other institutions/private industry. Prospective hires aren’t informed of the expected salary – this needs to be a part of the interview process, have a quicker turn-around time to notify the applicant of the salary offer.

Upcoming Meetings:

Apr 12, 2022 02:30 PM

May 10, 2022 02:30 PM

Jun 14, 2022 02:30 PM