

SEAS Employee Council Meeting
September 13, 2005
STS Conference Room

Present: Jo Ann Addison, Chris Ditmar, Natalie Edwards, Dan Fetko, Katherine Harlow, Ginny Hilton, Lisa Meadows, Kristl Nelson, Vanessa Pace, Brad Sayler, Lewis Steva, Sherri Thompson

Call to Order

- Sherri Thompson called the meeting to order at 2:00 pm.

Old Business

- Brad Sayler has a follow-up email from Becca White concerning questions from her visit to the SEAS Employee Council meeting; he will send it to Sherri for distribution to the council.

New Business

- A camera will be brought to the next meeting for pictures.
- The floor was turned over to Natalie Edwards, her first item of business was to discuss the Day of Caring. She suggested that supervisors could encourage employees to use their Day of Caring to aid the Red Cross or other relief agencies.
- The next item of business addressed flex time and looking into the possibility of four -10 hour days. Lisa Meadows stated that the Dean was not in favor of flex time due to the fact that as an academic school we should adhere to normal school/business hours. In addition, allowing some employees flex time and not others would not be equitable.
- Brad Sayler brought to the attention of the group concerns over walkway access to parking lots E3 and T4. Currently neither one has a sidewalk for easy access, this can get very messy when it rains and in the winter. Brad asked how one may go about initiating a request to remedy the problem. Sherri offered to take it to the Dean if Brad would create a drawing detailing the plan.
- The next item of business was regarding removal of the portable toilets currently placed in front of Small Hall. The toilets are there for football games, but many feel they should not be left there the entire season during the time in between games. There was a motion made for Brad Sayler to look into removal, it passed unanimously.
- Brad asked for clarification of the staffing policy during holiday periods as there has been some confusion in the past. Lisa Meadows noted that if the President requires schools to be open during the holiday periods, then staffing will more than likely be handled the same as last year, i.e., departments will leave contact messages on their phone for their department and the Dean's Office. As last year, the Dean's Office will have staff either in the office and/or monitoring phones on

- days mandated by the President. There was some question as to the fairness of this policy (that some must be in while others are not required to). This led to a question of the policy on staffing offices during other holidays that students are in class, such as Labor Day and Martin Luther King Day, this is left up to individual department supervisors. As long as the needs of the students are met.
- Brad then asked what the policy was regarding parking spaces being used and emails going out to those who may use those spots. Many council members have received emails in the past when large amounts of parking spots were going to be used, but not when it's only a couple.
 - There was some discussion on the new raises being put into effect (and there will be a standard 3% raise effective 11-25-05), but the \$50 per year of service for employees who have been with the University for more than 5 years will not be implemented until later. There are still some issues that HR is trying to resolve. This led to a discussion of who decides on the overall percent raise. For classified employees it is the state, for faculty it is the state, school and the department chairs.
 - Just before the end of the meeting Sherri Thompson asked what format the group would like future meetings to be, and if there were any speakers that we should invite. The group suggested that we invite someone from the Fire Marshall's office.

Adjournment

- The meeting adjourned at 3:00 pm
- The next SEAS Employee Council Meeting is scheduled for Tuesday, October 11, 2005, 2:00 pm in the Rodman Room.

Submitted by Kristl Nelson
Secretary of the SEAS Employee Council
jkn4n@virginia.edu