

Meeting Minutes
Tuesday, November 18, 2014

Present: Ellen Abbey, Amy Barfield, Belinda Bishop, Gabrielle Dodosh, Kathy Downes, Mandy Konecny, Eric Maki, Laura Manning, Maria Martino, Brett Morrill, Becky North, Frankie Kirkendoll (ex-officio), Gina Crabtree (ex-officio), Heather Perkins (at-large).

Absent: Michelle Barger, Ricki Ellison, Mark Porcaro, Sheelu Surender, Tonya Witherspoon, Andrea Stipp (ex-officio), Jessica Treadwell (ex-officio).

Guests: Kevin Crabtree, Kimn Gollnick, Matthew Johnston, Ali Levine, Randi Lindquist, Sheryl Propst.

I. Call to order at 9:00 AM

II. Approval of, October 21, 2014 minutes

Motion made by Eric Maki and seconded by Maria Martino. Motion passed.

III. Guests –

- a. Matthew Johnston presented the new evaluation software, myPerformance. The software creates individualized performance evaluations based on the job description and allows the employee to self-evaluate and give feedback. The president's executive team will establish some standard competencies for all employees based on the strategic plan. The software is flexible enough to accommodate several types of evaluations; USS, UP, teaching and non-teaching. Evaluation building and pilot testing is in progress now and the USS will begin using the software March 1, 2015. Supervisor training will begin February, 2015. The UP evaluation committee is looking at syncing up the timing of our evaluations with the spring budget requests.

IV. President Bardo Meeting Report

- a. Brett requested that we go into Executive Session. A motion was made by Maria Martino and seconded by Gabrielle Dodosh. Discussion followed. Executive session was adjourned.
- b. Brett reported that all speakers invited to the Fall General Meeting have been confirmed.
- c. The president reported to Brett that campus visits are up 45% this semester.
- d. The president is considering offering competitive tuition rates up and down the I-35 corridor. This would allow students living out-of-state to receive in-state tuition rates.
- e. The president's team is working on a plan to build another dorm on campus for students other than freshmen. It would be more like an apartment than a dorm.

V. New/Old Business

- a. Special Committee Reports

- i. Evaluation Committee – Brett reported that he asked the evaluation committee to make sure that the new evaluation is defensible and will hold up in court. He also asked that it not be tied to any specific software.
- ii. Grievance Committee – Ellen Abbey reported that the committee has agreed that the grievance pool should be made up of people who want to serve rather than chosen by lottery. The election for the grievance pool will run concurrently with the general election in the spring semester. The committee has tightened the timeline to file a grievance to seven working days from the date of the incident/disagreement.
- iii. CBIZ Update – Brett Morrill reported that the committee met with the consultant to get the process started. Every employee will need to update their position description so that it can be evaluated and compared to market salaries. This process will be done with all UP and USS employees.

VI. Reports from Committee Chairs

- a. Service – Brett Morrill reported the Stuff the Bus event came off very well. He also explained that the charities participating in this event cannot do any fundraising during the month of October, and that is why we don't get any information until November. We still need a chair for this committee. Please contact Brett if you are interested.
- b. Professional Development – Kathy Downes reported that the Tech Fair was a success and that the next one has been scheduled for 10/20/15.
- c. Awards/Recognition – Gabrielle Dodosh reported that this committee will begin work in December.
- d. Grievance – Brett Morrill read the names of those chosen for the hearing pool. A motion to approve the pool was made by Maria Martino and seconded by Gabrielle Dodosh. Motion passed.
- e. Election – Mandy Konecny reported that we will need to discuss the addition of Strategic Communications to the senate pool. This will be discussed at the December meeting.
- f. UPS Website – Kevin Crabtree reported that he needs the spring meeting dates to add to the website.
- g. RSC Board of Directors – No report.
- h. Wellness – No report.
- i. Traffic Appeals – Eric Maki reported the appeals board has been waiving tickets written in the restricted parking lot behind Morrison Hall. The committee feels like the lot is not well marked and is confusing to students receiving guests at Shocker Hall.
- j. Unclassified Professional Staff Council – Gina Crabtree reported she will make another report to the Board of Regents on January 14, 2015. Please contact Gina if you have something that should be included in the report.
- k. Library Appeals – Belinda Bishop reported that the committee denied four appeals and deferred one until December 2, 2014.

VII. Fall General Meeting – Thursday, December 4th from 3:30-5:00 p.m. – All speakers have been confirmed but we still do not have a meeting room. The meeting will be streamed or recorded to view later.

VIII. As May Arise

- a. None.

IX. Announcements

- a. Next Meeting: Tuesday, December 16, 2014

X. Adjourned at 10:45 AM. Motion to adjourn made by Maria Martino and seconded by Laura Manning.
Motion passed.

Submitted by Ellen Abbey