

Staff Affairs Committee
Wednesday, November 5, 2014
10:00am - Murie 330 (or call in)

Those in attendance:

Kim Eames (phone)
Nicole Dufour

Juan Goula
Jesse Atencio
Jeff Baxter, Chair

Jane Gloseclose
Chris Beks (phone)

1. An email was released this morning from Ericka VanFlein that updated personnel concerning this year's Healthyroads program and the criteria needed to be eligible for a rebate. There is concern about how Healthyroads is intending to track an employee's progress in accumulating points. Also, there is concern about the period of reporting (Nov 1-Apr 30). Nicole will attempt to get answers to these specific questions while seeing if Ericka would be available for a future Staff Council Meeting (December) to answer other questions.

2. The smoking ban issue was discussed in that the Faculty Senate has passed a resolution on the issue. The FS resolution acknowledges the Staff Council's resolution and offered some additional suggestions. The bottom line of the FS resolution is that they hold that campuses should maintain the ability to designate outdoor areas in which smokers can have safe access to ashtrays and to offer tobacco cessation resources. This item was for information only.

3. The issue of performance evaluations was discussed.

OVERVIEW: Current Policy and Regulation (specifically, R04.07.030) states that employees will be evaluated annually; appropriate salary step increases will be submitted with the annual evaluation; and supervisors who fail to provide an annual evaluation are supposed to have a notice of failure to evaluate placed in their official personnel file.

CONCERNS:

- a. Many employees are not being evaluated annually as required; some have even made direct requests to their supervisor and have still not been evaluated.
- b. There apparently is no longer a step increase associated with annual evaluations.
- c. Supervisors are not having a notice of failure to evaluate placed in their record.

RESULT: Further discussion will take place at the Executive Board Meeting on Nov 6, 2014.

4. The issue of common calendar was discussed. The Board of Regents voted back in April 2014 to approve the common calendar. We are charged with implementation effective Fall 2015. Several working groups have been formed and we want to ensure staff has appropriate input into the calendar's implementation. This item will be further discussed at the Executive Board meeting tomorrow.