

Provost Employee Communication Council Meeting Minutes
March 8, 2011

Members present: Peggy Ehrenberg, Zeke Crater, Margaret Weeks, Darlene Branch, Susan Witzel, Laura Mellusi, Pam Hoover, Deanna Palombo, Susan Pott, Erinn Wilmott, Rajiva Seneviratne, Barbara Graves, Paul Willis, Bill Corey, Linda Vaughn, Leigh Rockey, Kirsten Hilliard, Debbie Mincarelli, Tony Townsend, Erica Wheat and Jessica Wenger.

Guests: Pam Higgins from Office of Major Events and Mr. Leonard Sandridge, Executive Vice President and Chief Operating Officer.

Pam Higgins- Overview of April Inaugural Events: with focus being more on the celebration of the institution, its values and mission.

- Wednesday, April 13th, 5:30 pm Interfaith Vigil of Blessing.
- Thursday, April 14th, 8:00 a.m. – 3:30 p.m. Old Cabell Hall.
- Friday, April 15th, 3:00 p.m. – 4:30 p.m. Academic Procession- Installation Ceremony & Reception on the Lawn. (Rain site: John Paul Jones Arena.)
- Friday, April 16th- Cavaliers Care: Day of Service, which is similar to Day of Caring in September with students, staff and faculty.
- Sunday, April 17th- Inaugural Walk 9:00 a.m. – 4:00 p.m.

Please encourage co-workers to register for events as it is helpful in planning. Please see <http://www.virginia.edu/inauguration/> for more information.

Also, April 4th is the Leonard Sandridge Appreciation BBQ, as at the end of this academic year, he will step down from his position of executive vice president and chief operating officer. The luncheon will begin at 11:30 and end at 2:00. A tree will be planted on grounds in Mr. Sandridge's honor.

Meeting with Mr. Sandridge:

- General Assembly Session: was not unusual as there is no money to allocate. It was a relatively light year with 2700 Bills and 600 of those bills having potential to impact UVA. Next date that Assembly will re-convene is April 6th.
- Governor's Commission on Higher Education:
 - 1) Called on Colleges and Universities (includes Community Colleges) to come up with 100,000 more degrees over next 15 years. (primarily undergraduate degrees)
 - 2) Under pressure to take more students from Northern Virginia. By law 75% of students need to come from Virginia and 25% from out of state. Note: we have never had a law to speak to instate/out of state ratios.
 - 3) This year it was proposed to agree to grow 1500 students (with 1400 of those being undergraduate students), at UVA, which will also increase more slots for Virginians. This also enables another year without having to mandate the ratios of instate/out of state students.
- STEM- (Science Technology Engineering and Math) how can we make it work?
 - 1) Offer strong science courses
 - 2) Decision of major not being determined until end of second year.

- 3) Agree on a realistic cost of tuition. Pilot program in McIntire of different tuition levels has gone well.
 - 4) Increase and improvement of labs offered on grounds.
- BOV: Staff Representation.
 - 1) While there is no staff representation on the BOV, Mr. Sandridge encourages everyone to attend the open BOV meetings.
 - 2) Write to Susan Harris, Secretary to BOV, with any questions or concerns that could be brought before the board.
 - Biggest Challenges for Mr. Sandridge over the past 44 years:
 - 1) Communication.
 - 2) Being able to anticipate things that are going to happen.
 - 3) Choosing opportunities that we could focus our money on and doing it well.
 - 4) NCAA violations in 1991.
 - 5) Baby switch at UVA hospital.
 - 6) Balcony collapse which led to a 465,000 pay out.

Mr. Sandridge acknowledged that his service in the Army has helped to develop his style and reaction to crises that have occurred throughout the years. Bottom line for Mr. Sandridge in any situation is to “Do what is right.” The best advice that he could offer President Sullivan, as he is retiring, is “Quality drives our work.”

- More Discussion with Mr. Sandridge:
 - 1) Wants to see UVA use facilities better and hopes that we can graduate students quicker. President Sullivan is promoting students graduate with both undergraduate degree and masters within a four year timeframe. (McIntire, Curry and some opportunities within the College.)
 - 2) BIS program is helping with continuing education opportunities across the state.
 - 3) Striving for a 16 to 1 ratio (students to instructor). The General Assembly has funded this fall’s (2011) enrollment growth. $70 + 50 = 120$ (70% of this- \$705,000.00) is in the budget- suggesting that the General Assembly may continue to fund growth.
 - 4) 850,000 to support JMU, VT, GM, and UVA to offer more education opportunities across the state such as online courses, etc. 3 Million dollar one year grant for Cancer Research. Overall 12 million dollars less from the state then last year.
 - 5) VRS- 5% salary increase and employees to pay out 5% for VRS making it a break even event. (April 6th date that the Assembly re-convenes and this deal could possibly be altered.)
 - 6) 2016-2017 there will be 27 pay periods.
 - 7) 26 Foundations within the Foundation. Every school has their own foundation which allows engagement with their alumni and the raising of private money. There are also 14 Fundraising foundations within the 26 foundations and it becomes an administrative challenge in keeping up with everything.
 - 8) New Budget Model: on academic side – each area will pay for their space and utilities. The out of state student tuition/fees will go to those areas of the University that are unable to afford their own costs. This is a totally different model as we don’t have the additional money, as in the past. President Sullivan has experience with this type of model in Michigan.

- 9) As we begin new enrollment growth money has been allocated for faculty and staff support.
 - 10) Parking and Transportation: there is an increase in parking this coming year as it will increase to \$1.00 more per month or \$12.00 per year.
- Some of the traditions of UVA that have come to mean a lot to Mr. Sandridge:
 - 1) Honor System.
 - 2) Commission of ROTC ceremony.
 - 3) Walking down the Lawn during ceremonies.

Update on search for Executive Vice President and Chief Operating Officer. This search is ongoing with the deadline being June 30, 2011. There is a great pool of applicants and interviews are currently being conducted.

The Provost search is also ongoing. PECC member, Tony Townsend, is serving on the Provost Search committee.

Peggy Ehrenberg, Chair of the PECC, presented a framed photo of Mr. Jefferson to Mr. Sandridge on behalf of the council in appreciation of his support of the council throughout the years. All in attendance stood and applauded in appreciation of his service and support.

Closed meeting:

- Update from last Executive Council meeting on February 28, 2011: Draft policy-policy review committee, a standing committee with representatives from major central administrative areas and policy users, who meet on a need basis. More information regarding most recent policies and new policy drafts can be found at www.virginia.edu/uvapolicies. Browse the Policy Directory by policy topic category; University contact office responsible for a policy; oversight Vice Presidential area; or search by keyword, policy number or title. A glossary of terms used in the Directory is also included for viewing. Please reach out to members of the policy review committee with questions or concerns. Information regarding the policy review committee may be found at <http://www.virginia.edu/uvapolicies/prcmembers.html>.
- Other updates: Service Awards for 10, 15, and 20+ years of service will be held on May 18th at John Paul Jones Arena from 11:30 - 2:30. Service awards for 25+ years of service will be held on June 7th in the evening at Boars Head.
- Approval of January and February minutes.
- Laura Mellusi is spearheading the project of updating the PECC website.
- More about the Retention Survey at the meeting in April.
- Update on the Respectful Workforce Committee by Kirsten Hilliard. Kirsten reported that the meetings have been very productive in working on various issues such as more managerial training at UVA.
- Remind fellow constituents to complete the online employee survey.
- Next meeting is scheduled for April 12th.