

Minutes- Provost Employee Communication Council Meeting – July 14, 2004

Present: Jo Ann Addison, Linda Hunt, Melody Palmer, Brenda Ayres, Sarah Seat, Becky Marshall, Heather Cullop, Jean Varner, Suellen Hill, Faye Snyder, Michael Kidd, Carolyn Laquatra, Deidre Davie, Kent Merritt, Severyn Hanusz, Carole Lohman, E. Howard Booker, Glenn Taylor, Vickie Faulconer, Iva Gillet, Lorrie Jean, Lauren Killgallon, Doug Moseley, Chris Loss, Brad Holland, Mary Gentry - former rep for the McIntire School of Commerce, Susan Fogler – ex-officio, Anda Webb – ex-officio, Alan Cohn – ex-officio.

Jo Ann Addison called the meeting to order by having everyone introduce themselves. Following this, attendees participated in an ice-breaker activity to allow new members and old ones to learn more about each other. Elections were held to officially elect Jo Ann Addison as co-chair and Brian Bader as secretary, both of whom ran unopposed. Following this, Linda Hunt stated that she will be taking another job at the University, and will be unable to fulfill her term as chair, as she is transferring out of the Provost area. With Jo Ann Addison absent from the room, the council discussed whether to move her back to chair for a second year or whether another individual should be chosen. The council unanimously elected for Jo Ann to return as chair for a second year. Nominations were then requested to fill the co-chair responsibilities. Becky Marshall volunteered for these duties and was unanimously elected.

Jo Ann Addison presented Susan Fogler with an engraved Jefferson cup for her tireless years of service in getting the council into its current active state. Susan mentioned her pleasure at the council's growth from 8 members to the current 28 represented today. She said it has been one of the most rewarding experiences of her career.

Linda Hunt explained the purpose of the council as gathering representatives from throughout the Provost area to obtain information and distribute to those in their own area. A question was raised as to whether the meetings are open for non-council members to attend. All are welcome to attend, but they just can't vote. Often questions are gathered from employees and submitted in advance to speakers. The only consideration would be space limitations.

The next issue was gathering issues and speakers for future meetings. Suggestions were: Leonard Sandridge about charter status, Gene Block, open enrollment, Nancy Rivers about the upcoming General Assembly session, the Development Office about the new Capital Campaign, the Employee Wellness Program, the Internship Program which provides work for students in the summer, employee safety (to include lighting, police, environmental health and safety, hazardous waste disposal, preparation for disasters, pedestrian safety, workman's comp), the Credit Union, and Parking and Transportation, the success/failure of the new compensation plan, Dining Services (ARA, catering and vending), and faculty/staff housing locations.

There will be no meeting in August. The September meeting will be in Thornton Hall and places for the rest of the year will be finalized then. Finally, old business was to discuss

the day and time of the monthly meeting, as the day coincides with the Fiscal Administrators' meeting. The final decision was to hold future meetings on the second Tuesday of each month from 9-11 AM.

Alan Cohn confirmed that benefits for part-time employees which went into effect July 1, are just for the permanent part-time employees, not wage or temp employees. Jo Ann again requested written responses from HR to unanswered questions from last February's meeting as well as minutes from last July's meeting. Glenn Taylor briefly requested a discussion of the council's website at the next meeting, so that someone other than he help decide what is on it and how to improve it. The only alterations he makes is posting minutes.

Meeting adjourned at 9:30 AM.