



## **General Council Meeting Minutes**

**June 7, 2007**

**Toepfer Room**

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## **1 Call to Order**

The council meeting was called to order by Chair Kathryn Howard at 10:05a.m.

## **2 In Attendance**

Bondra	,	Thomas
Boyarko	,	Ginnette
Cartier	,	Kevin
Charvat	,	Jackie
Cole	,	Richard
Conger	,	Helen
Dowdell	,	Kathleen
Emerson-Grigger	,	Theresa
Finley	,	Kimyette
Fong	,	Lai Lonne
Fuller Murray	,	Beth
Gench	,	Carolyn
Gregory	,	Carolyn
Hetzel	,	Robert
Howard	,	Kathryn
Juknialis	,	Barbara
Kinslow	,	Tony
Knox	,	Charlie
Llewellyn	,	Joan
Lozada	,	Barbara
Masely	,	Rosanna
McKinney	,	Janet
O' Linn	,	Kathy
Sadid	,	Hossein
Sherman	,	Brian
Solis	,	Carolyn
Young	,	Karen

## **3 Approval of Minutes for April Meeting and Budget Report**

The minutes from the April meeting were reviewed and approved subject to minor corrections. Budget stands at approximately \$1,500.

## **4 Announcements**

1. Per K. Howard: 500 responses to fringe benefits survey. All are encouraged to respond.
2. Per K. Howard: Departure of Tony Kinslow, to be succeeded by Carolyn Gregory.
3. Per T. Kinslow: Wishes to express much thanks for the opportunity to participate with SAC ... has been a great experience.
4. Per H. Sadid: Best wishes to Tony. His leadership has transformed HR over the years. Will be missed. Farewell party to be announced. Anticipate the Carolyn will continue the good work. Regarding the budget: SOM depends heavily on philanthropy for research funding, which translates into uncertainty on final budget forecast. Budget for FY 08 will have deficit of 10.5 million. Will need another few FY to achieve parity w.r.t. budget. Taking the long-term approach. Still on the path to recovery, but a little slower than originally anticipated. Fundraising expected to produce better results than in recent past. Budget for FY 08 allows 2% salary increase. Senior leadership of university has been charged to produce a blueprint for recovery by October. Short-term moves cannot produce good long-term results. Barb Steiner on the same page. On the positive side, the balance sheet continues to be very strong ... endowment remains at over 1 billion dollars. Continue to manage debt very effectively .. debt service is only 4% of total expenditures.

## **5 New Business**

1. Per K. Howard: Only one nominee for Vice-chair. Beth Fuller Murray officially VC-elect to start in September.
2. Per R Cole: Resolution to create office of ombuds: Has not changed from last SAC Gen'l Council Meeting. (Reads verbatim content of resolution).
  - (a) K Howard: Open for discussion
  - (b) T Kinslow: Per recent visit to Ohio State. One of the programs no longer used is the office of ombuds. Explanation? Replaced with dispute resolution system for faculty and staff. The point is that the ombuds resolution should be run past the new president.
  - (c) H. Sadid: This is an important initiative. Needs to be taken seriously from all corners. (1) What is the value added? Not clear that existing venues (eg., employee relations) are functioning adequately (2) Budget? Currently no flexibility to add any new function due to fiscal problems. Better to step back and ensure that we are really getting the most out of existing departments & offices.
  - (d) B Fuller-Murray: Understand that there are finance issues. But per staff survey, many responded that they would like to see some kind of advocacy or ombuds office
  - (e) Per C. Gregory: Is there another mechanism to achieve what the resolution is addressing?

- (f) Per H. Sadid: Appreciate the human aspect of the resolution. Need to create an environment wherein everyone can be heard. Early discussion w/ T. Kinslow: need an HR that employees respect, trust and depend on for issues that require advocacy. HR should be able to provide the appropriate advocacy role. Should not be necessary to create another office.
  - (g) Per K Howard: The staff morale survey indicates that there exist major issues regarding need for conflict resolution
  - (h) Q: What's the difference between ombuds and employee relations dept? A: Note: despite budgetary constraints, the first question should be whether there is a sufficient value added (expected) to warrant further pursuit of the idea. Even though Ohio State has eliminated the ombuds office, there remain many other univs. That continue to successfully use it. Therefore, the issue should be further explored, but Dr. Snyder should be part of the discussion.
  - (i) Further training of existing employees within HR? Recommend waiting for Dr. Snyder to present on conflict resolution before voting.
  - (j) Per K Howard: Options: motion to pursue, motion to table? To come up again in August (w/ Dr. Snyder).
  - (k) Motion to table. Motion Seconded. Vote: In favor: 20+ Opposed: 2. Motion to table carries.
3. Staff morale survey: (Per Beth Fuller Murray)
- (a) Committee met in May 07. After extended discussion, committee agreed to host a series of town hall meetings. Opportunity for attendees to write comments, complaints, etc on index cards. Followed by brainstorming, breakout sessions. No negative discussion. Should be only constructive. This exercise will familiarize staff members with their SAC representatives. Also good opportunity to bridge the gap between HR, SAC and staff. Will start with SOM. This will be a forum for complaint; however, focus will not be as a complaint session. Survey window is now closed, all data has been collected.
  - (b) Per K Howard: How to steer meeting away from negative in the SOM? A: If someone has a negative comment, the individual will be requested to write it on an index card. Also, if the meeting is promoted as a "workshop" more than as a gripe session, then peoples expectations will be set appropriately.
  - (c) Per H Sadid: Are there any emergent themes from the data collected in the survey? A: Many complaints about wage freeze? many comments about the year-end holiday (week between Christmas and New Years). But since the survey was not school-specific, the proposed town hall meeting will try to get at that.
  - (d) Per C Knox: Is there any way to outreach to SOM to ensure full cooperation, attendance, participation, etc. A: (per K Howard) lack of access to education is a big impact on morale at work. HR to assist in allowing staff members to access training, courses, continuing ed, etc. SOM remains a huge problem. Extremely difficult to get SAC reps nominated, elected, retained.
4. Staff education & enhancement fund (Per Kathie Dowdell)

Form submission deadline extended to 1 Aug. Will work as committee to determine how funds will be distributed. To be advertised in Case Daily

5. Smoking policy: 3 options (1) ban smoking entirely on campus (2) leave policy as is .. per Ohio Law (3) designate smoking areas

(a) Per KH: Show of hands for option #2: 9 option #3: 6 option #1: 4

(b) Per KH: Looking for someone to attend smoking policy committee meetings. Lila Boesinger agreed to participate.

(c) CWRU Secur committee looking for a SAC rep. to follow up on Virginia Tech shooting issues, policies, etc.

6. Retirement of Lynne Ford. Named as honorary council chair. All are invited to stay for celebration.

Per K Howard: Acknowledgment to Lynne Ford. Council has resolution: June 7, 2007. SAC, in recognition of many years of svc. Awards honorary chair to Lynne Ford. "All the honor and none of the responsibility"

Per Lynne Ford: "Thank you very much. You're all great, keep up the good work."

## **6 Old Business**

None

## **7 Discussion of Issues by the Representatives**

None

## **8 Adjournment**

The meeting was adjourned at 11:30a.m.