

MINUTES

Staff Advisory Council General Council Meeting
Thursday, February 10, 2022, 10:00a – 11:30 am
via Zoom
ID: 97900927824
Passcode: 3LJY5Y5R

Welcome

Meeting Called to Order at 10:01 am

Community Service Report - Theresa Grigger

- Update on Walls of Love project
- Soliciting volunteers to bag items to be placed on fence
- Need volunteers to take down hangers
- Event scheduled for February 14, 2022

Guest Speakers:

President Kaler:

- Special thanks to Andrea Hess, PDC
- Employee Appreciation Day March 4, 2022
- 35% of staff taking advantage of Hybrid Work Schedule

Questions:

1. You've mentioned wanting to get rid of ESPs. One ESP is the policy regarding the limited range for promotional raises- can you clarify the rationale for the ranges, how exceptions are decided (why are some approved, and some denied) and is there a plan to change this policy given the new state of the workforce?

Response: Additional data needed to benchmark promotional ranges; Administration will assess if standards are met. Executive Compensation Committee makes decision on promotional range exceptions. Committee is comprised of Carolyn Gregory, Provost Ben Vinson, and John Sideras.

2. How do you see the limitations on internal staff raises factoring into CWRU's ability to recruit new staff and retain current staff?

Response: Recruitment is the same as in other regions. Increase in applicant research positions. 4 to 15 applicants per openings. Several programs are in the works. Raises continue to be an issue. Still reviewing data to evaluate compensation. Policy change to contingent offer process. New hire can begin work while the process continues. Pilot Referral Award to employees that refer applicants that are hired. Details have not been finalized. More self-care benefits to be offered, i.e., Sleep Therapy and Yoga as examples.

3. Are we on track for the compensation study to get started?

Response: On target with compensation study. Subset of data given to consultant; no date given for completion, ASAP. Will need to follow up when more information is available.

Additional Questions:

Are we considering local competitors in compensation evaluation?

Response: CWRU's raise range was in keeping with the range of other institutions. There would be a focus on raising base compensation

Will the administration look at job families?

Response: Will get back to us on both questions

Avril Sargeant – Mental Health Specialist (new hire)

- Clinical Consultations/Appointments available at acp11#@case.edu or 216-368-6612
- Book appointments on MyHealth Connect
 - T-Th 8:30am – 5:00 pm and Wed 8:00 am to 12:30 pm.
 - Appointments no visible to others on campus, i.e., HR, IT, etc.
- Resources for Care Givers
- Not affiliated with Med Impact or EASE
- Trainings will be offered
- Occupational Services Available
- Upon arrival – having conversations with departments and observed the culture of the University.

Andrea Hess, PDC – Career Development Manager

- Contact email: axh479@case.edu
- 1 on 1 Career Development Sessions
 - Request forms required
 - 30 min sessions
- Calendar of training opportunities for the semester
- Supervisor Training available to all
- Monthly Training Highlight appear in the Daily
 - Shared with HRA for each center/school
- Work from home resources
- Conflict resolution tool kit
- Staff mediation services

Approval of Minutes from December 10, 2021, Meeting with corrections

- Corrections to chair of communications committee – Tatiana Riedel
- Spelling correction – Peter Shulman – Faculty Senate

Reports of Standing Committees

Communications (Tatiana Riedel)

- Need minutes from July 2020 to present
- List of University staff is incomplete – no understanding as to why
- 30th year anniversary for SAC to celebrate this year – possibly
 - Suggestions to hold Open House event at the Tink
 - Serve pre-packaged food
 - Highlight SAC accomplishments over the last 30 yrs

- Committee will handle sending out email communications
 - Decided by general counsel last summer

Community Service (Theresa Grigger) - See committee report.

Elections (Karyn Newton, Jim Prince)

- Elections for Vice-chair and Secretary coming up
- Nominations are currently being accepted until April 1st

Fringe Benefits

- No Report

Staff Policy (Jim Nauer) – See committee report

- Committee met on 1/20/22, next meeting 2/17/22 @ 4:00 pm.
- Focus of meeting COVID notification process
 - A lot of confusion
 - Staff were required to use sick time if asymptomatic
 - Policy changed 1/10/22; staff can now work from home
- Request to HR to update website

Staff Recognition (Teresa Underwood, Paul Keeley)

- Working on President Award and Robin Kramer
 - Ad in Daily to for nominations, deadline 3/3/22
- Working on 2 quarterly traveling awards
- Spring/Summer 2022 proposed start
 - More info to come
- Seeking committee volunteers
- Next meeting 2/17/21

Staff Development and Training (Elizabeth Miller and Andrea Hess) – See Committee Report

- Meetings will be held on the 2nd Monday of the month at 3:00 pm

Reports of Ad-Hoc Committees and Liaisons to the University Committees

Faculty Senate Meeting (Dawn Ellis)

- Recent decision to extend postdoc benefits to include graduate student leave
- FIS – Implement new system
- MSN – Pharmaceutical Science will move forward to executive committee
 - May not be approved this academic year

Sustainability Initiatives - No report.

Fringe Benefits (Crystal Sabol) – No Report.

Diversity Leadership Council (Dedra Hanna Adams) – See Committee Report

Parking Advisory (Paul Keeley, Jeffrey Daberko)

- Will meet 1st week of April
- Concerns about raising rates in summer 2022

SAC Priorities (ad-hoc), (Crystal Sabol) – No Report

Old Business

- Constituent List
 - Should there be a vote?
- SAC Exec will review and decide at the end of the semester

New Business

Adjournment at 11:30 am