Radford University Staff Senate

**AGENDA**

**February 16, 2023**

**9:00 a.m. – Zoom**

**Meetings are recorded**

**Welcome**

**Determination of Quorum and Call to Order** – Open Staff Senate Meeting. Meeting call to order at 9:01. Quorum was met. 142 attendees.

**Approve Minutes:** November and January minutes, No quorum at January’s meeting. Minutes presented and approved.

**Coffee with the President forum held on February 10th update. 310 attendees at the forum. Send Sharon Proffitt any questions you’d like presented at the next forum.**

**Provost and Senior Vice President for Academic Affairs** -serves as the chief academic officer, as well as second in command of the University. Open forums held Feb 6 – Feb 17 at main campus and RUC campus. Three finalists are Michael McKenzie, Camellia Okpodu, and Bethany Usher. A zoom link will be provided for RUC campus.

**Reminders/Updates**

From VGEA:

Provides $21.1 million to support discretionary compensation actions for full-time salaried employees to address turnover, vacancies, and compression issues or to acknowledge exceptional work performance. These actions may include salary increases, retention or high-performance bonuses, and sign-on bonuses. The money allocated to each agency is equal to the amount of money that would be required to provide a 0.5% raise for salaried employees at each agency.

The Governor’s proposed budget includes a $1,000 bonus effective on Dec. 1, 2023: and a proposed merit bonus in December 2023.

Adjustment raises salary increase from 5% to 7% to acknowledge impact of high inflation

Increases state and state-supported local employees’ FY24 pay raises from 5% to 7% to acknowledge the impact of high inflation.

If you are interested in signing up please contact Kara Pfaff. Radford University can have VGEA membership dues taken directly out of their paycheck. It’s $6 a paycheck. You can register for membership at: https://vgea.org/membership/

**Senators’ announcements (news from Divisions, concerns from constituents)**

No announcements from Senators.

**Reports from Standing Committee**

* **Elections & Nominations**, Chair: Christi Wayne  
  Committee Members: Need committee members
  + Sharon Proffitt has entered her name as a committee member. No report at this time.
* **Policies & Issues**, Chair: Sharon Proffitt- Committee Members: Amanda Lawson, Scott Shaffer, Pam McCallister, and Jim Williamson
  + *Next meeting* ***March 14th***
  + No report at this time.
* **Communications**, Chair: Pam McCallister. Committee Members: Ann Cox
  + *Lynn Arnold-retired*
  + *New Member-Carolyn Sutphin*
  + No report at this time.
* **Staff & Community Relations**, Chair: Lin Martin   
  Committee Members: Connie Leathers, Kara Pfaff, Fallon Kreye, and Kate Smith
  + No report at this time.
* **Recruitment & Membership**, Chair- Fallon Kreye. Committee Member-Sharon Proffitt
  + *New Member-Kristy Hudson*
  + No report at this time.

**Reports from University-Wide Committees/Internal Governance**

* Diversity & Equity Action, SS Representative: Katie Smith
  + Committee has met twice. Dr. Alison Wisecup presented at the last meeting regarding enrollment and barriers to retention and belonging. If there are any questions we’d like addressed please send those to Katie Smith.
* Intercollegiate Athletics, SS Representative: Noah Bieker
  + No report at this time.
* Parking & Traffic, SS Representative: Noah Bieker
  + Next meeting is February 17th.
* University Executive, SS Representative: Christi Wayne
  + No report at this time.
* Dining Services Advisory Committee, SS Representative: Fallon Kreye
  + Committee has met twice. Currently discussing marketing for dining services. Any questions or concerns can be passed to Fallon Kreye. Sharon Proffitt suggested that Muse dining hall be discussed.
* Bookstore Advisory Committee, SS Representative: Kara Pfaff, meet at beginning/end of each semester
  + Committee met February 15th. If any faculty wants to adopt books that are out of print they need to let the bookstore immediately. Sometimes the library can get books with unlimited access.
* Library Committee, SS Representative: Amanda Lawson
  + The library committee is scheduled to meet on February 21st.

**Guest Speaker- President Bret Danilowicz-**President of Radford University. Stephanie Jennelle is also in attendance.

* Brief update:
  + HR is working to assemble information regarding core hours. This will help determine flexible work hours. Spirit hours/casual dress will be discussed at the next cabinet meeting.
  + The president is passing on six tickets for the televised basketball game tonight.
  + University Relations would like to change their name to Marketing and Communications.
  + Enrollment is at 7200 this fall semester. Enrollment estimated to be around 6800 at Fall 2023 and then to fall 100 students each of the next two years. Estimated to bottom out around 6600 for Fall 2025.
  + President is working to get an enrollment advisory committee formed from various senates and divisions on campus.
  + An external branding update is coming. We want Radford to become an education destination. We are continuing to work with the city of Radford to form partnerships. We’d like to see a greater integration of the university and the city.
* Q&A
  + Are there additional details about working remotely and casual Fridays? This will be discussed in cabinet. It’s easier to do Spirit Days vs Casual Days.
  + We can’t provide two or more days of remote work without approval from the governor. It has to be approved by the person. One day of remote work is allowed with the signature of the University President. Core hours will play into this. Leah Taylor in Human Resources is compiling this information and working on guidelines.
  + The compensation study is due to be completed in late spring or early summer. Funds must be allocated to this from the University. A question was asked relating to improved benefits including childcare. The president discussed how different employees have different needs – and it’s a delicate balance to figure out how to best support all employees. Stephanie Jennelle said she’d share information on a possible discount that is available for Kindercare.
  + A question was asked about parking fees and if there could be adjusted rates for faculty/staff who are partially remote or who are not on campus full-time. Stephanie Jennelle suggested that we pass any concerns to our representative on the Parking Committee. Kara Pfaff pointed out that Parking is self-funded and self-sustaining and does not receive state funding.
  + The former Deli Mart property is not owned at this time by the University.

**Adjournment** – Close Staff Senate Meeting. Meeting adjourned at 9:45am.

**Next Staff Senate meeting:  
March 16, 2023  
Guest Speaker -**Lauren Snelson- Understanding Parking Services, Overview/Tips/Tricks, Myths follow by Questions/Answers

Additional information provided by email following the meeting:

Hi everyone

Follow-up information from today's Staff Senate meeting- Employee Discounts (Daycare, etc.), Bookstore (Course Material), and VGEA.

Sharon

From Kara Pfaff

This is the link to read about VGEA membership; <https://vgea.org/membership/>

This is the link to sign up, <https://vgea.org/membership/join/>. If anyone needs help signing up, they can come to my office in Peters Hall A004.

Cost is $6 per pay period prior to taxes or one lump sum of $144 per year.

Retirees only pay $50 a year. Anyone getting ready to retire or has retired needs to sign up.

We also allow associate members. This can be family members who are not state employees.

Also, attached is a follow up from Stephanie Jennell regarding Employee Discounts

Good Afternoon, Sharon

I wanted to circle back on the question regarding discounts for child care services. Employees are guided to the many employee benefit and discounts programs offered by the Commonwealth through the University Department of Human Resources Website under Employee Discounts & Programs: [Commonwealth of Virginia Employee Discounts](https://www.radford.edu/content/human-resources/home/benefits/employee-discounts.html). Clicking on the embedded hyperlink takes you to the DHRM website for [employee benefits.](https://www.dhrm.virginia.gov/employeediscounts) Listed within this site is many discount opportunities from Auto Services to Vacations. You’ll notice reference to TicketsatWork on this site as a provider utilized by the Commonwealth as a pathway for accessing some of the benefits listed. By setting up an account, and logging into Ticketatworks (using the Virginia State Employee Code), you are able to search Kindercare and you’ll see the 10% discount that is available.

###### The Department of Human Resources has been working on a means to highlight in a more streamlined fashion the benefits available. In the meantime, I strongly encourage everyone to check out this site and learn more regarding the opportunities available. As an example, I learned Virginia State Employee's get an Exclusive Rate for the Roanoke Rail Yard Dawgs on February 25th, Superhero/Scout Night!

###### More direct questions may be answered by Jackie Taylor, Benefits Manager. I hope this is helpful.

###### Best, Stephanie

Stephanie J. Jennelle

Interim Vice President for Finance & Administration

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Minutes compiled 2/16/23 aml