

Attendees: Cathy Caiazza, Marc Seigfred, Anthony Siragusa, Paul Wlosinski, Amanda Sharpe, Rich Wattie, Janelle Kohlman, David Vanwey, Alex Pita, Sherri Gunter, Andrea Walton, Kari Kafka, Rani Bhagwat, Terra Buttram, Michael Osadciw, Katie Papas, Dawn Marshall-Hosier, Celeste Cooper, Theresa Danylak, Yennifer Hernandez, Robert De Leon, Laurel Contomanolis, Kristi Brock, Melinda Adelman, Rebecca Walters

Guests: President Sarah Mangelsdorf and Kathy Gallucci, VP and Chief Human Resources Officer

Announcements and Housekeeping

- Meeting minutes for June and July are in progress and are in pause while looking for new administrative support
- Executive meeting minutes have been posted in Teams
- Membership updates: John McIntyre stepping down a little early, Josh Spenard is leaving the University for a new opportunity

Updates from Co-Chairs

Cathy Caiazza: Kathy Gallucci has been named Vice President and Chief Human Resources Officer, and she will be joining us for the September meeting. GSC is excited to continue to partner with her. Vaccine reporting was previously mandated for students, Sherri and Paul were working with the President and Board on vaccination requirements. All faculty and staff will now be required to be vaccinated or be subject to weekly testing.

Vacation Payout- Staff have not been using as many vacation hours as planned this year so Human Resources decided on a one-time vacation payout of up to 60 hours that will be paid out at the end of December. If anyone has heard any negative feedback from constituents, we would like to pass along to Kathy.

Floor updates

Paul Wlosinski announced that their unit has filed a grievance for the alteration of the working conditions due to the vaccination mandate. No communication has been made to the Union before the decision was handed down.

Laurel Contomanolis shared a student vaccination update. Students had an August 1 deadline, but it has been slow. If students do not comply, they won't get to move into housing, their classes will be cancelled, and they will have to apply for a refund by August 31. UHS is doing several vaccine clinics for students when they arrive, and their status is also being checked when they arrive.

Rani Bhagwat: It is difficult for international students, due to vaccine availability and immigration status. Kristi Brock: We are doing everything to help them when they arrive, and vaccination will be provided when they get to campus. We are getting lists for students who can't arrive on time or must remain remote to provide to the Registrar so that they are not removed from classes.

Laurel Contomanolis: We're working very closely with ISO and Global Engagement

Marc Seigfred: UHS was recognized, including Kristi, with the Meliora Award for outstanding service.

Cathy Caiazza: How has return to work on campus plans been going?

Amanda Sharpe: submitted a request and was told a response would be provided by Aug 2 but nothing has been communicated yet, causing frustration.

Marc Seigfred: Our department yesterday announced a pause on all return to office due to the new county classification.

Sherri Gunter: I feel like AS&E Administration had an idea of what was acceptable in their minds but didn't communicate that to everyone. Then once everyone made their requests administration changed it back to what they are expecting them to do.

Laurel Contomanolis was under the impression that folks wouldn't hear back until September.

Rich Wattie: his ESM department had put in the recommendation that everyone be hybrid but haven't heard back yet on decision. Students came to a recording session yesterday wearing masks, it's interesting seeing what is happening at Eastman as far as masking.

Laurel Contomanolis: We should check with the President regarding indoor masking

Guest Speakers President Mangelsdorf and Kathy Gallucci

President Mangelsdorf:

- All employees required to provide vaccination status by 8/16
- The Med Center has already been gathering that information
- Data looking good but we won't have full data until after the 16th
- Masks indoors likely but not mandated yet. It is required at the Med Center. Jonathan Binstock issued mask requirement at the MAG. Mike Mendoza urging all college campuses to comply but due to vaccination numbers social distancing is not recommended
- Low number of students with exemptions for medical or religious reasons
- I'm sorry we are headed back in that direction, but the data and virus keep changing

Kathy Gallucci has an article that explains the benefits of indoor masking that they will be sharing with everyone to read.

Laurel Contomanolis: When will decision be made so we can let students know to bring masks?

President Mangelsdorf: The decision should be made soon-by Tuesday, we will find a way to get masks to our students.

Sherri Gunter: AS&E going to full capacity in all classrooms, several don't have proper ventilation is CURT looking at this issue?

Sarah: If everyone is masked and vaccinated this shouldn't be an issue, but we will check with Environmental Services, Mark Cavanaugh.

Return to Campus Look of Future Work- Kathy Gallucci

Kathy Gallucci: Planning has been careful; plans are coming in slowly from leaders. People are using tools provided and we have had leadership workshops for best practices. I think this indicates people are being thoughtful about the process. There have been questions on space and shared space, and we are working through this. We will go by recommendations from public health experts and the University. We

are proceeding as planned for the moment. But things may change as things move forward. We encourage leaders to remain flexible with staff.

President Mangelsdorf: Managers have been communicating to her with their plans. Some people have been required to be in person due to the nature of their work, so we did not come up with a one-size fits all plan. This is a pilot, and we will see how this works. This is a work in progress and managers need to be able to pull it all back if it isn't working.

Marc Seigfred: from an IT perspective, our leadership has been very forthright with communication with staff. It has been good to have that amount of transparency from our leadership.

Yennifer Hernandez: They have been very good at communicating, taking surveys and sharing results. They've also been good about having multiple opportunities for feedback which has been good for morale.

Mike Osadciw: It feels like some departments have submitted plans and not heard. How is leadership making sure things are being addressed?

Kathy Gallucci: They must share with HR Business Partner; we asked all departments to have plans in by end of August. We have an HR Business Partner meeting next week to go back out to areas where they have not received plans yet to figure out if support is needed.

President Mangelsdorf: Agreed that all managers have a better understanding of the work of their teams, however all managers have different working styles and may not be as communicative. There is a lot of variability that we are trying to manage, and some managers may just say this is the plan for our group.

Cathy Caiazza: ASE department managers came up with plans based on needs of department but as plans were submitted there seems to be one standard application of how things will work. That has raised tension because folks are wondering why the managers went through all the trouble of explaining if it was just going to be that everyone was expected to come back.

President Mangelsdorf: Sounds like a conversation we might want to have with the Dean's Council. It shouldn't be a one-size fits all but based on the nature of your work.

Cathy Caiazza: If a plan is not to be approved is there an opportunity for constructive feedback from managers?

Kathy Gallucci: Also, a good discussion for Dean's Council. People need to understand why.

Rani Bhagwat: It also depends on functionality of the office. We need to think about both staff and students. Surveys went out to both groups to gain feedback. And surprisingly they matched how they wanted a hybrid environment. Do employees have 30 days' notice to come back to the office?

Kathy Gallucci: We asked leaders to give staff as much notice as they possibly can and recommended at least a four week notice for transition, however there may be some emergency situations based on student or other needs that may cause that to be less. We have been holding leadership forums for

information sharing and we can bring some of this back to those forums and reinforce notice to employees and communication.

Potential for University-Wide Employee Survey

Kathy Gallucci: Sarah and I are both passionate about getting employee feedback and are really excited about the options available to us to do so. We have done surveys at the Medical Center and with some Central Administration departments. We want a survey that speaks to the whole university. The Gallup Survey is very impressive and will customize to the area that they're working with so that you can get some good benchmarks. We have a smaller survey planned in October that does not include the entire university because it is an accreditation requirement for the hospital. I think it would be great to bring back the tools to this group to get feedback on the couple of options we are looking at that are quality survey tools and get a sense from all of you how you feel about it.

President Mangelsdorf: We must keep in mind the folks at the University that don't have their own computers, so we need to accommodate those people and give them time to complete the survey during work hours.

Kathy Gallucci: Rebecca Walters works with the business partners to make sure they are available to support staff as they take the survey. For follow up and the first year that Rebecca and I worked together on the survey action planning we had improvement in 50% of our departments and the overall engagement score. Having department specific feedback is imperative to improving overall scores. This allows us to work with certain areas to make improvements.

Cathy Caiazza: Certain units or departments haven't participated in the surveys in the past because it's been a cost barrier. Are each of the schools or departments going to be responsible for the costs or will it be absorbed by the University?

President Mangelsdorf: It needs to be paid for centrally.

Marc Seigfred: Being able to access data from the survey from specific areas or interest groups would be beneficial. Our Employee Engagement Committee would be very interested in seeing data gathered across the University and possibly other groups like Faculty Senate as well.

Kathy Gallucci: It's important we report out at several levels. We should report to the entire University, departments, and individual employees. We try to work through details with departments. This is the way we improve.

Mike Osadciw: I think we get lower participation in these kinds of surveys because there have been so many times departments and units are asked for feedback and then people go and write passionate letters about stuff and nothing happens, and you never hear about it again. Broad and specific feedback will be helpful and make people feel like it was worthwhile to participate.

Melinda Adelman: It is important that data get shared. It's been a criticism we've heard that people take the time to share their feedback but haven't received any. We'd like to see a change in that. I think there is kind of a lack of trust on the part of the individual employee that anything is going to happen with them completing a survey.

Kathy Gallucci: This is Rebecca's role to coordinate the survey and facilitate the follow-up and part of that is getting some very firm guidelines around what the follow-up process is and checkpoints. On the survey that we've run in the Med Center and other organizations I've worked in we have had over 75% participation rate and part of that is having a really good communication plan.

Cathy Caiazza: Thank you for this conversation and I want to let everyone know that we will make sure to share any messages coming through the chat so that Kathy and Sarah have that information. Another topic would be strategic planning and the recent Board retreat.

President Mangelsdorf: The first in person cabinet meeting was held on Tuesday and it was a half day retreat just to discuss how to do the process of strategic planning. I've been at several universities that have launched strategic planning processes from the ground up that have turned out to be a waste of time. We're trying to figure out some type of hybrid with some major themes we all know. One of the themes is what does it take to make UR a great place to work. We want this to be not only the biggest employer but a good employer. Another theme sure to be in our plan is our research. Federal funding for grants has declined over the last decade. We want to sustain where we are and get better. Community engagement is a major thrust at UR. It is extensive but not particularly coordinated. One of the biggest parts of the discussion is once we identify the themes how to we get feedback. How does an overall theme apply to specific plans each unit has in place? We are hoping the overall university themes are big enough that all the schools can see themselves as part of them. So that's where we are at now, it was mainly a major brainstorming session. Sarah Peyre is putting together all the themes and then we will come back to you about them.

Rich Wattie: What is the university looking at as far as University-wide risk?

President Mangelsdorf: We have a committee of the Board called "Audit and Risk assessment" and some risks that have been discussed are:

- Birth rates in the Northeast have declined leading to less high school graduates
- We did a lot of recruiting from China, what happens if they have travel bans, can't get visas or international relations change?
- We have to think about other revenue generating possibilities, double digit tuition increases may not play into this anymore. Perhaps adding online versions of degrees might be an option.
- There are also risks on the patient side of things, what would happen is state cut their share of Medicaid or Medicare funding to Medical Center?
- Insurance coverage due to big claims in certain areas like traumatic brain injury from football and sexual harassment and abuse.

Opportunities:

- Work more collaboratively across the units and break down barriers and silos to provide new and different opportunities to attract new students. We are adding new online opportunities at Simon and Optics. We might be able to do better in our grant funding if we applied for more big team science.
- Online versions of programs. Warner discovered their enrollments increased after being able to recruit some people who work full time. Simon is planning to have an online version of their Executive MBA program.

Debrief and Committee Updates

Mike Osadciw: I've been here a long time and have implemented these strategic plans for the university. It's never clear the succession rate for these plans if they end or morph into the next one.

Marc Seigfred: If you're looking at the website for the launch of the plan it may not be the place to gain information on completion. There isn't a close of a plan or capstone when the plans are completed like there is the launch of a plan.

Theresa: Was the survey something the council proposed or was this the idea of the University? What is the basis of the survey?

Rebecca: We cover everything from organizational questions, leadership trust, burnout, diversity, and inclusion, Covid safety and remote work. We share all results. We have a standard template that includes all data we share staff.

Melinda Adelman: I felt like strategic planning discussion addressed more outward facing issues. Some inward facing things should be part of the strategic plan. Example: DEI issues, and what the daily life is like for those who work here.

Mike Osadciw: There are some big things that can satisfy both the outward and inward issues at the same time. It will be our responsibility to make sure to keep reminding leadership about the idea of making this a great place to work. Regarding the survey, I could see some units not participating if it's not mandated.

Rebecca Walters: It is my understanding that it will be by the direction of Sarah that everyone should participate.

Bylaws Change Proposal Vote

Addition- *"Shall maintain a process for filling vacancies in the event council member vacates their seat prior to the end of their elected term."*

Motion from Rich Wattie, second from Keri, no oppositions. A unanimous consent was confirmed.

Year End Celebration next week 8/13 4pm at the Beer Market -Everyone responsible for their own consumption.

Orientation and Development Day

- Location secure
- Agenda still being worked on
- Still deciding on in person or remote
- It will be hybrid for anyone who can't come in
- Send Mike new Bio clip and photo

Committee Updates

Rich Wattie: The Professional Development Committee is meeting with Michele Lewis on the 11th to give feedback on evaluation forms.

Terra Buttram -Election Planning update:

- 32 nominations
- Only 8 have submitted forms
- Deadline for accepting nominations is this weekend
- Can nominate from outside of your district
- Need recruitment from Dining, Aux Union, and other districts except for ASE

Cathy Caiazza thanked Marc for all his hard work and dedication. Cathy gave departing members the opportunity to speak and quickly share a favorite memory of working with the Council. Cathy also said that she is looking forward to onboarding and orientation of new members in September and what the future holds for the Committee.

Matters Arising

Kristi Brock: There are some benefits changes in the fall. We should get ahead of the announcement.

Marc Seigfred: We will be having our next meeting with that committee on the 23rd and will be advised of changes at that time. We can discuss at our next GSC meeting.

Last Minute Items

We all deserve a special shout out for Maggie and Eleanor for their hard work and passion to push this group forward.