



GENESEE STAFF COUNCIL

Meeting Agenda: April 14, 2023

Zoom Link: <https://rochester.zoom.us/j/91283701506>

9:00 – 9:15 AM – Welcome, Housekeeping, Announcements

- Group Norms
- Approval of March meeting minutes
- Updates from Co-Chairs
- Annual Report

9:15 – 9:40 AM – GSC Operations Discussion (Meeting format and frequency)

9:40 – 9:45 AM – Break

9:45 – 10:25 AM – Provost David Figlio re: Strategic Plan

10:25 – 10:30 AM – Break

10:30 – 11:00 AM – SMD/SON Expansion Discussion and Next Steps

11:00 – 11:30 AM – Kathy Gallucci and Dan Salamone re: Wage Transparency

11:30 – 11:40 AM – Debrief/Discussion

11:40 – 11:50 AM – Co-Chair Term Discussion/Proposals

11:50 – Noon – Wrap-Up

- Matters arising
- Summary, wrap up, and takeaways
- Good news

Attendees: Co-Chair Jon Powers, Co-Chair Amanda Sharpe, Melinda Adelman, Brandi Bangle, Kristi Brock, Jane Bryant, Angela Buchiere, Anthony Campbell, Karen Cera, Kris Condello, Dave Cota-Buckhout, Diane Crane, Jenny Hamson, Amy Kadrie, Heidi Mergenthaler, Darrin Meszler, Harish Nayak, Bailey Nixon, Michael Occhino, Sarah Siddiqui, Anthony Siragusa, Ashley Smith, Molly Snyder, Rebecca Walters, Dan Watts, Joe Williams, Paul Wlosinski

Guests: Provost David Figlio, VP/CHRO Kathy Gallucci, Adrienne Morgan, Dan Salamone

Welcome, Housekeeping, Announcements

Amanda Sharpe welcomed the group, gave an overview of group norms, and shared the agenda.

Harish Nayak: The March meeting minutes were posted in Teams for review. The March minutes have been approved by vote of the present Council members.

Jon Powers: The 2022 GSC Annual Report has been published. Special thanks to Jane Bryant and the Communications Committee for their work on this.

Amanda Sharpe: Inaugural GSC Chair Cathy Caiazza has accepted a new position at the Golisano Institute for Business. She sent out a note this morning, please send her well wishes. We are discussing options for a replacement Parliamentarian.

Jon Powers: Our first outreach event, organized by the Outreach & Engagement Committee, is a historical walking tour of the River campus with a reception following, to take place on April 20. It sold out within a day. Our second event, a horticulture tour, will be held on June 8.

Amanda Sharpe: The Executive Committee met with OC Tanner, the consulting group who's working on staff recognition across the University. We did invite them to come back to us for further input and feedback.

GSC Operations Discussion

Amanda Sharpe: The first thing we've tried as an operational improvement is the recorded bi-weekly Co-Chair updates. It seems to be working for people to far. Now we would like to discuss our meeting format and frequency.

Several representatives expressed a preference for a mix of in-person and Zoom meetings, as we have currently, as Zoom meetings are more convenient but in-person meetings are more engaging. Several representatives also expressed a preference for Zoom-only meetings due to the chat feature and the difficulty of making it to in-person meetings. It was noted that some units are starting to hire remotely from out-of-state, which could impact us in the future. It was also noted that with the upcoming SMD/SON expansion, in-person meetings may be more difficult to arrange due to the larger Council size.

Amanda Sharpe: Does one big meeting for 3 hours per month still make sense for everyone?

It was suggested that after the expansion, we consider meeting two Fridays a month for two hours: One meeting focused on Council operations, and a second focused around a theme or guest. Other committees might be tasked with more of the planning for some of these meetings to reduce workload on the Co-Chairs. It was suggested that we have more frequent updates from Council committees and districts at future meetings.

Presentation from Provost David Figlio

David Figlio: Our goal is to have a draft of the academic finance model for the faculty budget committee in early Fall. It would be a nice opportunity to share with the GSC at the same time. Liz and I are committed to transparency around the budget. We have also put the current draft

of the Strategic Plan on the website, please take a look and offer feedback.

Amanda Sharpe: We will be scheduling a session for the GSC with Joe Testani for discussion and feedback on the Strategic Plan.

David Figlio: If anyone has feedback on the VP Student Life position, please let us know. The search committee has been informed, and Dan Watts is a member of the search committee. We will be including many staff members in the finalist interviews.

Melinda Adelman: I LOVED that the VP of Student Life job description included the phrasing "joy and thriving" as elemental to the student experience. Sometimes we get stuck on success meaning only things like graduation rates and job outcomes.

Ashley Smith: What is the next step for the Strategic Plan following the sessions once they wrap up on April 27?

David Figlio: We're using the feedback we get to finalize the language of the Strategic Plan. We'll focus this summer on identifying the tactics we want to pursue for the next academic year, and will form working groups to address the goals.

Jon Powers: There is a portion of the Strategic Plan that's about investing in our people. What is your vision for involving people in development of that goal?

Adrienne Morgan: That work is integral to making sure we have a diverse staff population, that's also focused on the retention of staff. We do need the voice of the GSC to help us achieve that, and we will continue to reach out for more conversations as we develop this goal.

Harish Nayak: For the VP Student Life position, will they have any interaction with students in current or future online programs?

David Figlio: That will depend on what works for those programs. It will be program-driven, rather than a top-down directive.

Diane Crane: In reading the plan I see "innovation" and "revenue-generation." What are your top ideas that will help the University?

David Figlio: My role is to create conditions for success. What does boundless possibilities mean to me? The institution needs to get out of the way of the creative people here.

Ashley Smith: I think that the Community Engagement role that Shaun Nelms is an excellent idea. Is there a thought to create a role that similar for internal engagement that will search for and encourage collaboration amongst all areas within the university?

David Figlio: I love this idea, but I'm of mixed minds. I really want to find ways to bring us together across units to support collaboration, but I am not a top-down person. I really want to reduce the amount of money for administrative leaders in my unit. I'm happy that through elimination of programs, and consolidation of some Vice Provost positions, we will free up between \$300-500k a year of administrator salary and benefits to invest in staff and students.

David departed the meeting. Additional questions/comments for David were collected and sent via email.

Melinda Adelman: A bit of context for something that David mentioned: All 7 of the AS&E district reps were asked to participate in the interviews for the finalist candidates for the Dean of Arts & Sciences position. 5 of us were able to do so and we've seen several candidates this week. We were invited to do this without us needing to request or push for it, which I think is a sign of the progress the council has made in elevating the importance of staff voices.

SMD/SON Expansion

Jon Powers: We have a proposal for you today that we will vote on in May.

Summary of proposal: *The GSC will expand the number of reps from 30 to 45 effective during the standard 2023 election cycle, and the expansion will include eligible staff within SMD and SON. The additional districts will be incorporated into our current Council structure, and an ad hoc evaluation committee will be charged with researching and recommending possible Council operational and organizational changes.*

Amanda Sharpe: As Jon mentioned, we have taken in all previous discussion amongst the Council and the SMD/SON working group to come up with what we feel is the best pathway forward. In our discussions, many representatives asked how we know what the new Council members will want/prefer. This way will allow the new members to have a voice, and allow a path for re-evaluation and possible change. Does anyone have concerns about the timeline?

Dave Cota-Buckhout: Will there be a support person, or is this ad hoc committee charged with getting the new SMD/SON people up to speed?

Amanda Sharpe: We will have our orientation committee plan the materials that new members will need. And that will involve determining any resources that SMD/SON members may need.

Diane Crane: What is the marketing plan for bringing GSC to SMD/SON prior to the election cycle this summer?

Amanda Sharpe: We will vote on this proposal in May. Once it's approved, we have Rebecca to assist us with preparing how to communicate this out to SMD/SON. Simone Washington with SMD has offered to help us spread the message and do presentations to those units.

Melinda Adelman: Will the meeting format/frequency question be decided before we advertise the expansion so potential candidates know what commitment they're getting into? Or do we have to hold that until they join to see what the needs of the expanded group are?

Amanda Sharpe: That's a great question, we need to digest the information we gathered from this morning's discussion.

Kathy Gallucci and Dan Salamone re: Wage Transparency

Kathy Gallucci: Thank you, we're excited to be here and bring you updates on the wage transparency act and progress on CPM.

Dan Salamone: We'll start with the job validation process. We spent last fall and into the new year collecting this information, over 5,600 job validation submissions (94% completion rate). We are now in the review process, we've already identified at least 50 new positions. We have come up with a way to incorporate the CPM elements into the HRMS system without much modification, allowing us to go live with the new job structure in advance of myURHR.

Melinda Adelman: We learned during the department-level validation process in the fall that in many units the designee and the manager are the same person. Is there a way to accelerate the calibration process for those units so they don't have to review the exact same jobs twice?

Dan Salamone: Certainly we wouldn't make them do that twice, we will make it more efficient.

Dan Salamone: NY State passed a wage transparency law that requires all employers to publish their pay ranges for every job they are recruiting for, as well as providing pay ranges to people who are considering internal job changes. We will be sharing more broadly the pay structure for all positions in CPM.

Kathy Gallucci: The wage transparency act got ahead of us, so we'll be posting the pay ranges before CPM is complete.

Jane Bryant: How will education around this look over the coming months?

Dan Salamone: We currently have a toolkit in development for managers and HR business partners. We will have another forum in June. There will be documentation, recorded sessions, live sessions.

Jane Bryant: When can we expect to see the educational materials? CPM website has not been updated in a while.

Dan Salamone: We just met with the communication folks, and they have now mapped out a whole schedule of communication. We should be rolling that out in the next few weeks. We will make better use of the CPM website.

Melinda Adelman: Are there any parts of this info that we should or should not be sharing with our constituents at this point?

Dan Salamone: The wage table is already different than what I just shared with you in the slides. But otherwise, feel free to share anything that I've shared here today.

Sarah Siddiqui: When you talked about the 50 new identified positions, are those new classifications or new positions?

Dan Salamone: Those are new classifications. For example, we need research grants and contracts administrators. Those are currently all baked into the admin positions.

Sarah Siddiqui: There has been inflation in the Rochester area, has that been considered?

Dan Salamone: The big difference will be that we will be paying very close attention to market rate so we can make adjustments as needed.

Dan and Kathy departed the meeting, and additional questions and concerns from the GSC Reps were collected and passed along to them.

Co-Chair Election Scenarios

Jon Powers: I did put out a video last week summarizing these issues if you've had a chance to watch that. Primary Questions—What happens to the Co-Chair's district seat if their term was extended, due to the 2-year co-chair term? I will propose that we vote the next meeting on the Co-Chair term being an extension year.

During the second year of a term as Co-Chair, should that person relinquish their district seat, and only focus on Co-Chair responsibilities? There could be some significant benefit to this, as that person would not be tied up with dual responsibilities for two years.

Should there be a requirement to serve as a representative on the Council for at least one year before being eligible to run for Co-Chair? I do think it takes a good year before you understand fully what the Council is about before you can step in to lead it.

I move that we put each of these items to a vote next meeting. Please send any feedback that you have prior to May's meeting.

Wrap-Up

Amanda Sharpe: We'll take items from the chat that didn't make it into conversation and will share that feedback with David. We will have a GSC-specific session with Joe Testani sometime soon regarding the Strategic Plan. Jon and I are invited to the Board of Trustees meeting May 11, for a short presentation to the Board. This is something we have annually been asked to do.

Jon Powers: If you are interested in serving on Meliora values committee, please let us know. Please also send an announcement out to your districts about the call for commencement volunteers. Parking will be provided, as well as a voucher for the food truck lunch on the quad.