

GENESEE STAFF COUNCIL

Meeting Agenda: April 5, 2024

Location: <https://rochester.zoom.us/j/99363815003>

9:10 – 9:30 AM – Welcome and Housekeeping

- Group Norms / Zoom etiquette
- Approval of March meeting minutes
- Co-Chair updates
- **Vote on GSC Mission Statement Change**
- Committee report-outs

9:30 AM – 10:00 AM – Joe Testani Strategic Plan presentation and discussion

10:00 – 10:10 AM – Break

10:10– 10:20 AM – EEC findings and discussion (Sarah Siddiqui)

10:20 – 10:40 AM – 3/8/24 CPM discussion follow-up

10:40 – 10:50 AM – Additional discussion time

10:50 – 11:00 AM – Wrap-Up

- GSC Co-Chairs succession planning update
- Matters arising
- Summary, wrap up, and takeaways
- Good news

Attendees: Co-Chair Jane Bryant, Co-Chair Jon Powers, Melinda Adelman, Chennel Anderson, Laura Ballou, Brandi Bangle, Rachel Bills, Kristi Brock, Leah Brown, Amanda Carter, Karen Cera, Lindsay Chasse, Marisa Chiodo, Leslie Collison, Kris Condello, Scott Fearing, Dylan George, Mary Hallinan, Shari Hoffman, Arian Horbovetz, Austin Jackson, Charles LaBrake, Aaron Landcastle, David Lanni, Hannah McClow, Patrick Meagher, Andria Mutrie, Michael Occhino, Katie Papas, Brenda Pitoni, Tacarah Reyes, Nate Ridley, Lauren Sageer, Amanda Sharpe, Sarah Siddiqui, Molly Snyder, Jessica Syposs, Thuy Tran, Dan Watts, Joe Williams

Guest: Joe Testani

Jon Powers welcomed the group, reviewed group norms and Zoom etiquette, and went over the day's agenda. Karen Cera presented the March meeting minutes for approval. Minutes were approved by the present Council members.

Co-Chair Updates

Jon Powers: Thank you to the engagement committee, especially Aaron Landcastle, for putting together yesterday's outreach event at the MAG. It was a great event, and Aaron even passed out MAG swag bags. A reminder from the Communication Committee, please fill out the form they put in Teams for committees and for districts. So far, we have not received that form for most districts. Please fill that out as soon as possible so that they can complete the annual report. A reminder, the financial request form was added to Teams about a month ago. It's in the General channel in Teams, in the header section. If your district is putting together a constituent meeting, you can request funding for that, for example. We do have quite a bit of our budget left.

Jon Powers: Jane and I met last week with President Mangelsdorf and Kathy Gallucci. One item we talked about was our DVPP meeting with Dr. John Blackshear and Anne-Marie Algier. We had asked whether it was anyone's job to assist with the protests, and John had said no. Sarah and Kathy were not aware, so they are going to clarify with John Blackshear. We also talked about performance evaluations, and whether they would tie into merit increases this year, and they are going to look into that further and clarify with senior leadership that it is a merit-based raise.

Jane Bryant: We have an OEI meeting next week with Adrienne Morgan and Kathy Gallucci. Please let us know if you have any items we should raise.

Melinda Adelman (in chat): If that is the case with the performance evaluations, shouldn't there be a cost of living increase that applies to everyone and then merit raises on top of that? Most supervisors I know try to give the increase to everyone regardless because it's the only way they have to mitigate inflation.

Jon Powers presented the proposed mission statement change for voting. The proposed new mission statement is "The mission of the Genesee Staff Council is to facilitate active and direct communication between University staff and senior administration at the University of Rochester. Our goal is to serve as an advisory body on matters that affect the staff we represent and create forums for input."

The existing mission statement reads: "The mission of the Genesee Staff Council is to facilitate active and direct communication between University staff and senior administration and to provide a forum for input and discussion of issues important to the staff and the University. The Council is composed of a group of diverse staff from across various University offices and academic departments."

The revised mission was unanimously approved by the present Council members.

Committee Report-Outs

Lindsay Chasse: Accessibility Committee made a form to gather feedback from constituents. We are asking reps to put things in if they hear from constituents, rather than asking constituents to submit. We are working on compiling a list of university partners as well.

Arian Horbovetz: I am now on the Transportation and Parking Master Plan Stakeholder Committee. We had our first meeting, and we had a presentation from Kimley-Horn, the contractor putting all this together. They are focused on the people, and finding a way to use the parking that we have better, as well as figuring out how to make more available. If anyone has any feedback for them please let me know, and I'm happy to share it with the committee.

Andria Mutrie: The biggest thing that the Communications Committee is working on is the annual report, so please get in your submissions if you haven't already done so. Please let me know if you have any questions. We're also reviewing the organization of the Teams channel and will propose some edits to that. We're also working on proposing a consistent format for the district newsletters.

Rachel Bills: The Engagement Committee had our first event at the MAG last night as Jon mentioned. Our next event we want to plan is a Council member only event for sometime in the summer. Let us know if you have any ideas. We also pulled the district voting data from last year, and found that less than 30% of staff voted last year, and we are planning to work to increase that engagement this year. We are also working on other data outcomes, like newsletter engagement.

Joe Testani—Strategic Plan

Joe Testani: The Strategic Plan provides a framework for growth and future success. Our core beliefs as we move forward are to strengthen our reputation as a global research university, to contribute to and benefit from a just and vibrant city of Rochester and the Rochester region, and further our commitment to actionable and accountable growth in diversity, equity, inclusion, access, and justice. Our guiding framework is the "One University" collaborative model. Over the last year we've had a lot of feedback and engagement opportunities. October was the public launch of the final strategic plan to the entire university community, including alumni and volunteer leaders. We are now in the phase of the development of the structure to track, measure, implement, communicate, and manage the plan. If you have any thoughts, we love feedback. Please email boundless@rochester.edu. More information available at boundless.rochester.edu.

Amanda Sharpe (in chat): Given the legislation against DEI work in other states, what are we doing to ensure that the DEIAJ work happening at the UR is protected and will continue to be a focus, upholding it as a core belief?

Joe Testani: The President and Provost continue to emphasize the importance of this in all different areas. Leadership is a key piece of this in giving the necessary support to units and divisions. Our government relations team is very aware of what's happening at a national, state, and local level. They are keeping track of the national landscape and any changes that may affect our goals.

Arian Horbovetz (in chat): The U of R is a vital to the city of Rochester. Are there any specific plans to grow the relationship between the university and the city in a symbiotic way with regard to opportunity, employment, cultural opportunities, etc.

Joe Testani: The creation of Shaun's role is a big part of this. There's so many different partnerships, and just getting an understanding of and communicating them all is a big part of that. We are also creating additional programs with high schools, and exploring other partnership opportunities. We are about to start a master planning process looking at our physical footprint, and a big component of that will be our partnership with the city. We're also partnering with the city to explore the university's role in addressing mental health challenges, and helping to address systemic inequities and challenges. Our organization is so broad in the types of research we do and the impact we have, so there are a lot of opportunities in this space.

Melinda Adelman: What kind of progress updates can we expect to see at the end of the fiscal year, and how will those be communicated?

Joe Testani: Our plan this summer is to go through and check where we have successfully made progress, and where we hit significant barriers and challenges. We want to start reporting on those things in August. The key question to grapple with is what's the most effective way to communicate this. We are looking for feedback from you. Is it videos, updating the website, etc.?

Joe Testani thanked the group and departed the meeting.

Laura Ballou: It would be great if Joe could provide us something that we could put in our district newsletters communicating to staff about the plan.

Committee Report-outs continued

Aaron Landcastle: Regarding the MAG outreach event: of the 40 guest passes, we have 12 remaining. So more than half of those who RSVP'd did attend. It was a phenomenal night. Everyone enjoyed themselves and appreciated the opportunity. I would like to re-visit this event in the future, maybe make it an annual event at the MAG. The GSC has also been formally invited to use the space for our monthly meetings.

Kris Condello (in chat): HUGE shoutout to Aaron, and the other MAG employees we got to meet whose passion for their space really added to the value of the event.

Leah Brown: Jessica has stepped down as the Co-Chair of Internal Affairs, and we thank her for her service thus far. To the rest of the internal affairs committee, please let me know if you are interested in taking on that role. On 3/26 we met to discuss some updates to the bylaws, including a succession plan for Co-Chairs. We also looked at the upcoming GSC election calendar:

Nomination Period: July 15-July 28, 2024

Voting: August 12-August 26

Election Results communicated to districts no later than September 3

First GSC meeting/orientation: September 6

Laura Ballou: Special Projects has been working on who we are and what we're focused on. One of the tasks we were given was to come up with a process to deal with engagement/sponsorship requests that come to the staff council. It is with the Co-Chairs for review, and we hope to launch that this spring. We are also talking about staff retention. Sarah will be serving with Kristi on the Faculty Senate Benefits Committee. We also have someone on the New Employment Orientation Committee. And we want to focus on service awards and recognition programs. We also plan to meet with HR representatives to understand more about the role of the HRBP, and to communicate that information to staff. We will also review feedback that comes into GSC form that relates to staff retention. So let us know if you get any other feedback related to staff retention from your constituents.

Expansion Evaluation Committee

Sarah Siddiqui: We've received 27 complete responses to the survey (60% response rate). Overall, the expansion is going well. Recommendations include considering process improvements such as live polling or documentation that can capture people's thoughts, rather than asking everyone to speak up in the meeting. There are differences in opinions in the monthly meeting structure, but overall it seems to be working well. There were recommendations like shortening agenda items and getting more into subcommittee work during Council meetings. It was also recommended that a Teams training be built into orientation. Regarding subcommittees, people recommended that the subcommittees need actionable and SMART goals, and that some continuity regarding membership would make it easier to get started. Finally, it was recommended that a designated person or group (not the Co-Chairs) be identified to help new members in the first couple months of their term with any questions about the GSC.

Sarah Siddiqui: Two additional comments/suggestions we received:

- "Instead of district emails/communication/events, I think GSC as a whole should be putting out a monthly newsletter/email to everyone in support of 'One University.' While we may not currently represent all staff, our efforts are in support of a better work experience for all employees. In addition, I think faculty, clinical staff, union workers, etc., should all be informed of the work we are doing."
- "I don't think we should abandon big picture ideas and ambitions, but I think it would help how the community perceives us if we can do a better job also setting smaller concrete, achievable goals that we can later report on as successful/completed."

Sarah Siddiqui: As for next steps, the Co-Chairs with the Executive Committee will consider how to incorporate this feedback.

Kristi Brock (in chat): I think that these results capture some general suggestions about overall council operations, beyond the expansion. It sounds like it is worth designating some time or resources (survey/poll) towards overall council operations.

CPM Follow-Up

Jon Powers: After our last meeting, we made a spreadsheet of our recommendations related to CPM, and the status of these action items. We shared these with Kathy and Dan. We

also asked that Dan and Kathy provide a timeline and how these things would be communicated. Some of these items have already been completed/addressed by the CPM team. One note about addressing the wage compression, that email announcement did go out. We have already gotten word that the wage compression issues are beginning to be addressed, but it is creating equity concerns as only certain areas/positions are being addressed at any one time. We did bring that up with them, asking what will happen in those situations where a compression adjustment causes immediate equity concerns.

Michael Occhino: I've found out that many of my colleagues who have received Master's and Doctorate's from the University have not received compensation changes since receiving their degree. There should be something standardized across the University.

Melinda Adelman (in chat): The job catalog update is better than the zero information we had before, but the lack of specificity is still causing a lot of questions. Some titles have extremely similar descriptions but a difference of a handful of words might mean a difference of three or four levels/pay grades.

Jon Powers: I believe Fall is when they're supposed to have all the jobs listed with specificity and outlined duties.

Laura Ballou: While we know the job catalog has been released and is being continually updated, there are no updated dates on any of the job descriptions. I would like to advocate for having 'updated dates,' as it's a moving target especially as it changes so frequently.

Jessica Syposs (in chat): Absolutely no movement on any of the appeals from our dept leadership. More "No News." We are looking at 100+ of constituents living in purgatory.

Lauren Sageer (in chat): I have also heard from multiple people that they would like to have an idea of when appeals will be responded to - even if they say "we'll get back to you in three months," that's better than nothing.

Sarah Siddiqui: We've had some appeals in my department where they fix one thing, but change another to something incorrect. Also, employees are not always notified when these changes are made, so a notification system through HRMS would be great.

Wrap-Up

Jon Powers: We've begun to draft a Co-Chair succession plan with the Executive Committee and the Internal Affairs group. We will discuss the plan at the next meeting, and then plan to vote on it in June. Our annual orientation meeting is scheduled for September 6. We are anticipating inviting those cycling off the Council back for a portion of that meeting to give that continuity, meet the new members, and create that additional network. Please add that to your calendars as a "save the date." If you want to reach out to Joe Testani about the Strategic Plan please do so. We will put that CPM document in Teams. And please remember to reach out to your constituents once a month if possible.

Amanda Sharpe: I got a new job, I'm not leaving the University, but I have taken a promotion and I will be doing Faculty Affairs in the Provost Office.

Scott Fearing: In June and July I am running live Safe Space trainings. You can find them in MyPath.

David Lanni (in chat): I'm part of the Cancer Support Community Rochester Associate Board and our Bachelor Auction event was two weeks ago and we raised \$82,000 for cancer support. I would speak up but I'm getting over a cold.

Sarah Siddiqui (in chat): <https://tinyurl.com/data-workshops> if anyone is interested in data workshops. Open to all.

CPM Discussion

Amanda Sharpe: I've received CPM feedback from someone in Eastman who has all HR job functions in their job description, but they've been told they can't have a job in the HR job family because they don't work in Central HR, so they can't get the correct job categorization. I don't know if this is affecting others in similar ways.

Jon Powers: I've seen that there are positions where it has a particular location tied to it. For instance, it's been brought to my attention that some jobs within the alumni and advancement office have a higher title and pay rate than the same job description in a different area.

Jessica Syposs: In SMD, we're having an issue with associate level vs. professional level. We're all misaligned at the associate level. Only 2 of the 100+ appeals that our department has submitted since January 30 have been remedied. Some of my colleagues have left over this issue already.

Kristi Brock: That's exactly why we need to emphasize that we are losing good employees in the 3-week delay since the last time they said they're working on something. There are certain high priority items we should push harder on. It's still not clear whether or not there is an appeals deadline. The updates they are making to the appeals page to the website are great, but it wasn't communicated in any way. Also, it's not being updated weekly as they said it would be. We may need to be having weekly communication with Kathy and Dan to keep on track. I would also like to address the fact that managers like me are devoting many personal hours of our unpaid time to submit appeals for our employees. They knew this additional work would need to be done at the department level, and they should make sure there are resources there to support that.

Laura Ballou: I agree with Kristi about the amount of hours managers are putting into this. I am also curious what kind of tracking HR is doing right now, and what kind of exit interviews are being done for people that are leaving. Is there data being collected?

Kristi Brock: An exit interview form could be put in myPath now.

Jon Powers: In the past, we've been told that HR leaves it up to the individual units whether or not to conduct exit interviews. But that information does not always make it back to a centralized place where HR can review the feedback.

Amanda Sharpe: Some of the feedback that employees have to give may be about the people they are doing the exit interview with. So it would be beneficial to have a standardized, written form available in myPath. I also think it would be crucial for them to ask people if they are leaving their job because of CPM or something else.

Leslie Collison (in chat): There is a UR-wide exit survey project now underway, I believe it will launch later this year, around myURHR.

Jon Powers: That survey is still a ways off, and a lot of these CPM concerns will have been missed by the time that launches.

Mary Hallinan (in chat): We have a member of the security dept leaving today for a new job and we couldn't match the salary. We shouldn't be losing good people to other hospitals in New York just over money.

Jon Powers: Especially with the healthcare system, that's been a constant struggle. Any other feedback re: CPM? I know we've heard from a few people that were happy with how CPM turned out, and we've heard from some that have felt correctly placed.

Lauren Sageer: I have heard of only two people who have benefitted from this. They got categorized differently with better titles and likely a pay raise.

Molly Snyder: I recently got classified correctly as a project manager with a pay raise.

Brenda Pitoni: There were a few project managers in our area who were promoted to senior project managers.

Michael Occhino: My colleague and I received job titles that are much more commensurate with what we actually do. My pay range was changed, but my actual pay was not. I am hopeful that will be addressed.

Others in the chat chimed in with positive CPM stories.

Mary Hallinan: I'm still slightly confused on the legacy and how it impacts us.

Jon Powers: Legacy exists so that the individuals that experience the classification of their role changing to something that might not have gotten the same benefits, they get that legacy carryover so that your benefits don't change. But anyone new coming into that role will not receive the same thing.

Mary Hallinan: Right, and I just felt that was kind of a slap in the face to the position.

Jon Powers: That's another thing that some people have raised, is that some folks got the better option but lost their PTO. Folks at the Medical Center had PTO that was more flexible (combined sick and vacation time and you could get a payout). That's a whole other conversation about equity in general, some parts of the overall organization have that opportunity, and very similar roles in different departments don't.

Laura Ballou (in chat): I don't think the vacation policy has been updated since vacation

was based on previous paygrades.

Melinda Adelman (in chat): It might be worth adding to the list for Kathy asking for more clarification on legacy positions. If someone in an L role moves to a different job within the university, do their benefits go with them or do they take on the benefits with the new job even if they're worse?

Marisa Chiodo (in chat): I went back and forth with the benefits team about how the Years were counted (when the year started or when the year was completed) to know when people switch between vacation categories. They told me both answers at different points of the email thread, so maybe we can suggest that HR define how the years are counted on the webpage?

Brenda Pitoni: A rumor that has been going around is that the last-minute rushed reshuffling of employees was a way for senior leadership to give themselves enough direct reports to bump up their titles. Hopefully there's no truth to that, but they might want to address it somehow as there are several unhappy people.

Jon Powers: That was one other item that Jane and I brought to Sarah and Kathy. We brought up that we didn't hear any announcement about the reorganization in facilities, and they both seemed unsure and they weren't broadly aware of any significant restructuring in facilities. Kathy said she was going to look into that and follow up.

Kristi Brock (in chat): I think we need to separate our asks/feedback into two categories. Clarification questions, such as the legacy positions, the appeals deadline, etc. should be posed to Dan. Sarah and Kathy should be receiving our high priority concerns significantly impacting staff retention and morale.