

UNIVERSITY OF HARTFORD

Staff Council Meeting: Consent Agenda

August 10, 2022 | Online (Zoom)

I. Minutes Approval

Minutes for the June meeting are attached. They shall be approved as written.

II. Chair's Report. Lisa Read

The Executive Board met as a group with President Woodward for the first time in June. We discussed some of the recommendations we had received from staff, and President Woodward is open to discussing them further. He already plans to announce in advance all university closing days for the upcoming year (e.g. any extra days around Thanksgiving, winter holidays, etc.) so staff can plan appropriately. We will be working on prioritizing the rest of the recommendation list and will meet again with him and Jen Conley. Please submit any additional ideas or comments to the board via email (staff@hartford.edu) or anonymous form (<https://forms.office.com/r/vDPr9rPR23>).

III. Treasurer's Report. Meaghan Murphy-Rennie

No change. Balance is \$1,422.98.

IV. Community Representative Announcements

Ann Smith, Public Safety Rep

Parking permits for the 2022-2023 academic year are now available online. The parking website is: <https://uhschoolparking.hartford.edu>

Faculty and staff must log into the parking portal using their University email address as the username and their University email password as the password. Once logged in, click on *Request Parking Permits* and follow the prompts.

Please take care when entering the vehicle information. It is very important that the correct vehicle information is entered into the system to avoid being ticketed. Faculty and staff must pay for their permit online. Any outstanding parking fees must be paid before a new permit can be issued.

Parking permits are required by the first day of class or as soon as the vehicle arrives on campus. A vehicle sticker will be needed to access campus and can be picked up at Public Safety. The office is open 24 hours. An ID must be presented when picking up a vehicle sticker.

Faculty and staff working in the following locations may pick up the vehicle sticker at the locations listed below or Public Safety.

Art School – Art School Dean's Office
A & S – A&S Dean's Office

Barney – Barney Dean’s Office
Bursar – Bursar’s Office
CETA – CETA Dean’s Office
ENHP – ENHP Dean’s Office
Hartt – Hartt Dean’s Office
Hartt Community Division – Community Division Welcome Center
HRD – HRD Office
ITS – ITS Office –
Registrar – Registrar’s Office

Departments not listed above may contact Ann Smith and request that vehicle stickers to be dropped off for employees of that office.

V. Open Positions

The following Staff Council positions are currently open: Grievance Officer; Community Reps for Hillyer, Exempt Member at Large, and Non-Exempt Member at Large. Contact staff@hartford.edu to volunteer yourself or nominate a colleague, or if you have questions about the positions.

VI. Future Meetings

Meetings are held the second Wednesday of each month at 1pm. Upcoming dates:

September 14, 2022

October 12, 2022

November 9, 2022

December 14, 2022

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Staff Council Meeting Agenda

August 10, 2022 | Zoom

I. Consent Agenda

See attached.

Procedural note: The Chair will ask if anyone wishes to move items from the consent agenda to the regular agenda for further discussion. Items remaining on the consent agenda will not be discussed further, but approved all together.

II. Guest Speakers: Katie Kitchens and Jill Engel-Hellman

COVID and student life updates.

III. Additional Topics and Announcements

Delegate Election Results

Staff Salary Benchmarking

We received eight recommendations and volunteers to serve on the staff salary benchmarking task force. Thank you, especially to those people who have not served Staff Council before! We submitted six of the names to President Woodward, and he will choose one or two to serve on the task force. We will keep in contact with those who serve on behalf of Staff Council.

Any other questions or discussion on that topic now?

Meeting Speakers

Requests for speakers you'd like to hear from?

Volunteers to introduce themselves and what they do?

Staff Lunch(es) at Commons

Is there interest in periodically reserving the private dining room in Commons for staff to gather for lunch together?