

CASE MEETING MINUTES

Location: Zoom Meeting
Date: Tuesday, June 14th, 2022
Time: 12:30-2:00 p.m.
Host: Jody Humphreys

Case Reps: Those in attendance	Andrea Linkous	ChemE
	Audri Cunningham	CPES
	Brad Reed	Chem E
	Brandy McCoy	Dean's Office
	Jamie Archual	ME
	Jody Humphreys	BEAM
	Lee Bishop	Dean's Office
	Miriam Snyder	ME
	Nichole White	Dean's Office

Notified Absences: Margo Currie, Stacey Ratcliffe, Alicia Sutherland, Sarah Martin, Chrisy Cumbia, Erin Wilson, Debbie Collins

I. Call to order

Jody Humphreys called the meeting to order at 12:30 pm.

II. Welcome and Thank you for joining

III. Introductions

IV. Discussion of pending items from last meeting

V. Old Business

VI. New Business:

- a. CASE – officer position nominations are due by Friday, June 17th.
 - i. Thus far, 2 nominations have been received.
 - ii. If additional nominations are not submitted, alternatives for CASE will need to be discussed.
- b. Payroll increases have been approved by the Governor
 - i. Classified staff – 5% increase
 - ii. University staff – 3% increase; additional 2% will be based on merit review.
 - iii. Date change for staff to see increase on payroll. New date - 7/10/22 payroll.

- c. Parking Survey results have been compiled – not enough survey takers to provide an accurate need for change in the parking pass procedures. The survey may be resent to request a larger volume of responses. More responses are need to give an accurate description of the needs of staff, students and faculty.
- d. Minimum wage increase – there will be a graduated increase that will bring campus wide minimum wage up to \$15.00 by 2024.
- e. Telework Agreements
 - i. 170 COE classified staff have telework agreements.
 - ii. Majority of the forms are incomplete
 - iii. The staff have found the new system may be difficult to complete or there is a problem with providing completely accurate responses.
- f. Board of Visitors to meet next month – dates unclear at time of this meeting
- g. Updated Performance Evaluation System will go live Fall 2022. Beta testing complete.
- h. COVID Case Management Update
 - i. The university is still offering no cost testing on campus
 - ii. Positive cases are no longer required to be reported to the university reporting system. Each employee must notify their direct supervisor.
- i. Early Childhood Education Initiative – Date to enroll/register has been extended to 6/30/22
- j. The future state of CASE was discussed –
 - i. Low staff involvement has been concerning to CASE officers for several years.
 - ii. With the lack of nominations, alternatives for CASE were discussed, including a hiatus / sabbatical
 - iii. The group bylaws will be taken into consideration when deciding the upcoming future of CASE.
 - iv. Ideas were discussed as to how to reinvigorate CASE:
 1. CASE Kickoff event to reintroduce CASE to all COE staff
 2. CASE consulting with Dean's office to assist with enriching the programs under CASE
 3. Departments making staff hours volunteered to CASE part of the workday (some current employees must use personal time to attend CASE meetings/events; this dissuades staff from attending)
 4. Bring in all current CASE reps to reconnect and discuss their roles

- v. CASE Chair and Co-chair to meet with Dean's office shortly to discuss their options and receive feedback from the College.

VII. Committee Feedback/Updates:

- a. Resources Committee – no updates
- b. Engagement Committee – no updates
- c. Outreach Committee – Jamie Archual – meeting with Agency on Aging to discuss the annual gift drive for the Seniors
 - i. Agency plans on requesting specified items for all their senior's gifts moving forward – (2022 – cleaning supplies). Possibly removing personal requests.
 - ii. Jamie communicated to them that CASE's involvement was specifically geared towards giving the seniors the items they wanted to receive as a gift. He reiterated the lack of personalization of the gifts may result in a negative response from givers or lack of response at sign up time.
 - iii. The Agency noted that CASE is one of their bigger gift sponsors. They would be willing to meet with CASE to discuss a better direction for the gift giving program.
 - iv. If a compromise is not reached, CASE may look into alternative programs / charitable organization for holiday gifting.
 - v. Possible alternative is seeking out community service events for staff to become involved in.
- d. Programs Committee – no updates

VIII. News:

IX. Staff Senate Update: <https://www.staffsenate.vt.edu/>

- a. The Annual Meeting with President Sands occurred on 6/9/22 – video link below
 - i. https://video.vt.edu/media/1_bwy6ewh1
- b. Tracy Vosburgh spoke regarding communication between the university and the staff. The university understands there may be a lack of proper communication with the staff in keeping everyone up to date on changes, policies and news.

X. Next Meeting – TBD

XI. Adjourn – at 2:00 pm.