

**RIT STAFF COUNCIL**

Thursday, January 14, 2010  
 2:00 – 4:00 p.m.  
 2240/2230 Slaughter

**APPROVED MINUTES**

**PRESENT:** Bauroth, Bontadelli, Boulais, Bushnell, Coon, Dana, DeLorme, Downes, Dwyer, Ester, Fagenbaum, Fragale, Goldberg, Harrison, Henen, Hughson, Ingerick, Johnson, Kiely, Maushart, McDonald, McKee, Phillips, Rappazzo, Reminder, Reynell, Rogers, Soroka, Steene, Thomas, Tydings, Watrous, McCloskey (Parliamentarian)

**ABSENT:** Danna, Lepkowski

**EXCUSED:** Carlino, Carroll, Hirst, Ott, Picioli

**MEETING** called to order by J. Bauroth at 2:01 p.m.

**MINUTES** of 12/17/09 approved.

**CHAIR'S REPORT**

1. Happy New Year to all representatives – I hope your break was enjoyable!
2. *Academic Senate*, which met just previous to this meeting, had a lively, informed discussion about the academic calendar options under consideration. The results of their voting:
  - Semester option: 4 for 4 model – 27  
 5 for 3 model – 5  
 Abstentions – 3
  - Quarter option: Current system (A) – 27  
 Late start (B) – 7  
 Split winter (C) – 0  
 Abstention – 1
  - Final recommendation: convert to semesters using the 4 for 4 model with 24 in favor, 7 opposed, 1 abstention
3. *Student Government* conducted their academic calendar voting last Friday. Almost all the student leaders had opinions about the future institute calendar that did not align with their constituents' beliefs or opinions. Many senators' positions had been reversed after considering all the information they had received. Because they were put in such a tough representational situation, SG held two series of votes. The first series of votes followed the official voting procedure, with the representatives voting in favor of their constituents' preferences. The second was a series of straw votes reflecting how they personally felt about the calendar.
 

The results of their first vote, based on their constituents' input:

  - Semester option: 4 for 4 model – 18  
 5 for 3 model – 0  
 Abstention – 1
  - Quarter option: Current system (A) – 18  
 Late start (B) – 0  
 Split winter (C) – 0  
 Abstention – 1

- Final recommendation: retain the current quarter calendar with 14 in favor, 4 opposed, 1 abstention

The results of their second, straw vote, based on their own opinions:

Quarter option A, current system – 0  
 Quarter option B, late start – 1  
 Quarter option C, split winter – 1  
 Semester option, 4 for 4 model – 28  
 Abstention – 1

All results were reported to President Destler.

Q – At the Institute Council meeting next week, are all RSC representatives expected to vote for semesters as a result of the Staff Council vote on 12/17/09?

A – IC representatives' votes should represent the wishes of the Council. It is up to each representative to decide how to do so.

4. I received a letter from Dr. Watters thanking Staff Council for the letter of support we sent to the Board of Trustees. He noted that to his knowledge, this was the first time any group has done so.
5. EC met last week with President Destler and RIT's new CDO Kevin McDonald. Items discussed include:
  - **Calendar:** EC explained that there is concern among many staff in Access Services that, a move to semesters could be used to reduce their employment period from 10 months to 9 months. If so, their total annual hours could be below the minimum for full-time status, which would affect their eligibility for benefits. EC asked the president if the previously-stated first rule of conversion, i.e.: "do no harm" applies to staff as well as students. He replied that it absolutely does, and that, if anything, he wouldn't be surprised that it would open the possibility of assigning new work rather than cutting back.
  - **RSC Representatives:** Dr. Destler reiterated his appreciation for the work of RSC on behalf of the Institute, and discussed possible ways to express this to all reps.
  - **Diversity Issues** – EC asked the new CDO if he would be open to collaborating with RSC whenever appropriate. He answered that he would be very interested in collaboration, and that he would like to meet with the full Staff Council to hear what they see as issues of concern. We will arrange for him to be on a future agenda.
  - **Fiscal Climate** – When asked about RIT's current fiscal status, Dr. Destler indicated that while remaining cautious, RIT is attempting to return to 'normalcy'.
  - **Non-exempt Volunteering:** When told that RSC hopes to have a final policy for compensating non-exempt volunteers in place before the main spring events – Imagine RIT and commencement weekend – Dr. Destler said that if the cost proves to be what the original RSC presentation indicated, he sees no difficulty in putting it in place for spring. Becky Kiely will head up the effort to draft a formal policy proposal.

## COMMITTEE REPORTS

### *Communication* – M. Dana

- Working with FAST on a web form which staff can use to inform RSC of any awards received by staff. The most recent submissions will appear on our home page.
- Continuing to update content
- Appealed to ITS and the RIT Web Advisory Committee to move the web site out of the F&A web domain in an effort to simplify the web address. It cannot be moved, as all sites' domains must mirror their budget reporting structure (RSC is in F&A). However, we can use the more intuitive URL (rit.edu/StaffCouncil) and simply redirect to the official one (rit.edu/FA/StaffCouncil). Within Drupal, we'll be able to update content without constantly sending requests to an intermediary.

Q – Where are the other governance groups' sites?

A – Academic Senate is within Academic Affairs; will have to check on Student Government.

Q – Why is Staff Council in any one division, when we represent all divisions?

A – That decision was made many years ago.

***Elections*** – O. Philips

- Meeting after this meeting

***Events*** – M. Carroll

- Staff Appreciation Day & Community Picnic is scheduled for Wednesday June 2
- Brick City will cater
- There will be a car show and Segway rides
- Activities the committee discussed were:
  - Craft sale in the gym - more info to come
  - Wii - Family Feud, Guitar Hero etc...
  - Better Me Wellness class offering demonstrations
  - Dunking Booth
  - Taxi Rides
  - Lawn Games... corn ball, ladder toss, bocce, washer toss (like horse shoes), Egg Toss
  - If anyone would like to volunteer some lawn games or have suggestions please let the committee know.

Q – Does the picnic conflict with FITL?

A – No, we did our best to schedule it with the least conflicts – unfortunately, the president will be traveling home from Croatia that day. Dr. Destler agreed to encourage the VPs to attend in his stead.

***Institute Issues & Policies – Issues*** –D. Steene

- Constituent’s Medco issues have been resolved. It can seem daunting to have to contact an impersonal web site for such important issues. They do have a customer service phone number you can call: **Voice** (800) 230-0508 or **TTY** (800) 759-1089

***Institute Issues & Policies – Policies*** – K. DeLorme

- Met to review Copyright Policy proposal – more on this later in the meeting
- Will be meeting with people from HR/CPD to discuss manager training, specifically:
  - Accountability for training
  - Application of policies “at manager’s discretion”
  - Upward appraisal
    - P. Meyers reported that at the previous meeting of the Staff Policies Task Force of the UPRD project, members were asked to suggest new policies for inclusion in the policy manual. One that the task force plans to recommend to the Core Committee is a policy on manager training.
    - Comment: Any policy should clearly define “manager”, including to whom the term (and the policy) applies – staff, faculty or both. Faculty may have certain expectations, because of contractual obligations, which may be quite different than those for staff.

**COPYRIGHT POLICY**

R. Goldberg reported that the IIP – Policies committee had begun a preliminary review of the Copyright Policy that was presented at the 12/9/09 Institute Council meeting. The committee was soliciting additional input from other RSC reps. Discussion ensued:

- The legal language makes the policy difficult to understand
- Three things that should be added to the policy: (1) policy ownership (2) procedure for reporting infringement concerns, and (3) sanctions for contramanding the policy.
- The Wallace Center has just begun the process of reviewing the policy. A member of the IIP committee will share RSC input with the Wallace review committee.
- The policy addresses the common, although incorrect, assumption that educational use of copyrighted material is automatically sanctioned as “fair use” – it is NOT.

The committee welcomes additional input. Bobby Colon will be invited to a future RSC meeting to introduce the policy and answer questions.

**OLD / NEW BUSINESS**

1. Bill Harrison is the RSC representative on the 403B Investment Committee, formed in light of new IRS regulations. Their first meeting was 12/21/09. Bill will keep RSC informed about the committee's work.
  
2. A constituent asked if the results of the HR survey had been reported to the community.  
A – A survey conducted by HR 3-4 years ago had a response rate too low to be statistically significant. Therefore, results were not published. However, divisional employee satisfaction surveys have recently been conducted. The results should be available very soon.

**MEETING** adjourned at 4:00 p.m.

Respectfully submitted,  
Margaret S. Meyers