Commission on Classified Staff Affairs Agenda  
January 12, 2006  
3:30 p.m., 325 Burruss Hall

Present: Judy Alford, Catherine Caldwell, Sue Ellen Crocker, Carolyne Dudding, Mike Freel, Mike Harness for Gerhardt Schurig, Kenneth Miller, Diane Reaver, Wyatt Sasser, Becky Saylors, Mary Ellen Verdu for Fred Piercy, Linda Woodard

Absent: Erin Cwick, Chanda Dodd, Walter Hartman, Kellie Morris, Shelly Nickols-Richardson, Jon Wooge

Guest: Debbie Morgan, Human Resources

Chair Judy Alford called the meeting to order at 3:35 PM. The agenda was approved with one change.

1. Updates
   • Debbie Freed in a follow-up note after the November meeting informed the commission that the Two Town Trolley would not work as alternate transportation for employees. The trolley does not start operating until 12:15 p.m. on weekdays.
   • In response to a question regarding the contract between Anthem and the only local oncology practice, Linda Woodard responded that talks are continuing and that a temporary contract is in place through April.
   • Staff Employee of the Week program will resume at the beginning of the semester, January 16.

2. Reports:
   • Benefits Committee – Wyatt Sasser
     The committee last met on December 6. Debbie Morgan gave a presentation on violence in workplace. Other topics included revisions to long-term disability for faculty, the Cash Match program, Part D Medicare, and short-term disability coverage.

   • CEOD – Sue Ellen Crocker
     The commission has only met once since November. The membership is currently concentrating on Martin Luther King Day activities; Jesse Jackson will speak here on January 16.

   • Staff Senate – Judy Alford
     The senate did not meet in December.

3. Next Meeting – February 9, 2006
Judy Alford requested ideas from members for topics or speakers for this year. Suggestions include Larry Bechtel, Recycling Program; new vice presidents, Zenobia Hikes, Student Affairs, and Brad Fenwick, Research; new staff members in Human Resources, Pat Burton, Employee Relations, and Kirk Wehner, Compensation Manager; new EOAA faculty, Kevin McDonald, director, and Maggie Sloane, Associate Director.

4. Guest Speakers

- **Linda Woodard – Restructuring**

  Linda Woodard reviewed the latest information on restructuring. She noted that not much has changed since her presentation to the Staff Senate in November. Effective July 1, 2006, all new employees hired will become “university STAFF”, including employees who transfer to the university from other state agencies. Current employees will be given the option to remain state classified employees or change to university employees. This option will be given periodically. However, once an employee converts, there is no returning to the state classified system. The restructuring website, [http://www.vt.edu/restructuring/](http://www.vt.edu/restructuring/), includes the management agreement that has details on the various areas covered in the restructuring plan. At the present time, the university’s plan will mirror the state classified plan since it will take some time to develop new programs. It is likely that new plans would not be developed and ready for implementation until sometime in 2007. There are already good mechanisms in place for staff involvement in the planning through the governance system. However, there are areas where the university will still not have the authority to design new programs under restructuring. These include: retirement and life insurance, health insurance, grievance procedures, and worker compensation.

- **Debbie Morgan – Campus Violence Prevention**

  Debbie Morgan has spent the last several months working with many different departments on campus to prepare and implement a workable campus and workplace violence prevention policy. The effort included assessing the type of training needed, the front-line employees who need the training, determining the different types of threats that exist in the classroom and workplace. There is a widespread perception that a campus is a safe environment. Individuals often do not take safety precautions that they would in another environment. A draft manual has been written and is being circulated for review. Training programs are being developed and it is hoped that training will begin this summer.

There being no further business, the meeting adjourned 5:00 PM.