Commission on Classified Staff Affairs  
September 28, 2006  
10:00 a.m., 325 Burruss Hall

Present: Judy Alford, Jean Brickey, Catherine Caldwell, Lay Nam Chang, Alicia Cohen, Sue Ellen Crocker, Cathy Hill, Eric Johnson, Emily Mashack, Diane Reaver, Becky Saylors

Absent: Carolyne Dudding, Walter Hartman, Kenneth Miller, Shelly Nickols-Richardson, Fred Piercy, Wyatt Sasser, Linda Woodard

Guests: Sam Camden, Student Programs; Curtis Mabry, Human Resources; Steve Mouras, Director of Transportation

1. Approval of Agenda
Chair Judy Alford called the meeting to order at 10:00 AM. The agenda was approved as presented.

2. Reports
- CEOD – Sue Ellen Crocker
  The commission’s first meetings have focused on establishing task forces and committees for the current year.

- Staff Senate – Jean Brickey
  At their August meeting, the university’s Board of Visitors appointed the Staff Senate President, currently Jean Brickey, to the Board as a non-voting representative.

  At the September meeting, the recently revised Virginia Tech home page was discussed. At the next meeting, scheduled for October 19, Linda Woodard will discuss the status of higher education restructuring.

- Name Change Status – Judy Alford
  The resolution to change the name of the commission to “Commission on Staff Policies and Affairs” had its first reading at University Council without comment. Assuming that the vote is positive at the second reading, the resolution goes to the President for his approval. It will then be presented to the Board of Visitors for final approval at their meeting in November.

3. Update on Transportation Issues – Steve Mouras, Director of Transportation
Transportation Services includes Transportation, Parking Services, Fleet Services, Air Transportation Services, Blacksburg Transit, and Alternate Transportation, which covers ride-sharing services, bikeways, and carpooling. Currently, his office is working on a proposal to begin a vanpooling service. The service would be offered to employees who work in the outer areas of Montgomery County, and neighboring counties of Floyd, Pulaski, and Giles. The Fleet Services would purchase a small number of vans, which
they would maintain and provide fuel. Groups of riders would be formed, with one person volunteering as the driver and another as the alternate driver. The van would be parked in a central location, and riders would drive to that spot. The costs would be divided among the riders, with the driver paying a smaller share. There are still many details to be worked out, but it is hoped that the program can be offered sometime early next year.

Other challenges include the loss of parking spaces when buildings are built on existing lots. Parking garages are part of the master plan, and three are likely to be built in the next several years. The cost of parking permits will have to increase significantly to cover the costs. Many options will have to be explored to deal with the increase, and may include building remote lots with shuttles to central campus, charging for permits based on salary, and zoned parking where permits to park close to buildings will cost more. All of the possible solutions have their own drawbacks and could create new problems. The cost of parking is an especially serious issue for employees in the lower pay bands. Even now, the cost is having a negative effect the willingness of individuals to apply for these jobs, and increasing the costs will exacerbate the problem.

4. Discussion of a Possible Resolution to Add a Staff Representative to the Board of Visitors as a Non-Voting Seat on University Council

Now that a non-voting staff representative has been added to the Board of Visitors, it has been suggested that this staff representative be added as an ex officio member of the University Council. The chair will draft a resolution to amend the University Council Constitution to add the staff representative to the Board of Visitors as an ex officio member of University Council, and will forward it to members for their review and approval.

5. Other Business

The Graduate School is currently considering a proposal would require applications by employees to the Graduate School be signed the employee's supervisor and/or department head. This affects mainly staff and A/P faculty. While supervisors do need to know when an employee has been accepted and will be attending classes, there was a question why the signature is necessary simply to apply. There was concern expressed that this might discourage some employees from applying. A meeting has been scheduled with representatives from the Graduate School, Human Resources, the Office of the Provost, the Commission on Administrative and Professional Faculty, Staff Senate, and this commission.

6. Staff Employee of the Week

The chair requested volunteers to assist with the write-ups for the “Staff Employee of the Week” to be featured weekly. Since there are only a total of 18 nominees, the commission will need to find other sources to fill in the remainder of the year.

The next meeting is scheduled for October 26. There being no further business, the meeting adjourned at 11:35 PM.