Chair Tom Tucker called the meeting to order at 8:30 AM. The agenda was approved with no changes. The minutes of the January 15, 2008, meeting were approved electronically with one correction.

A. New Business

- Human Resources Restructuring

  A summary of the restructuring design team proposals was distributed. The proposals will be presented to the Staff Senate later in the week. A meeting has also been scheduled for the HR Restructuring Steering Committee. Meetings will be held with university staff and supervisors for feedback. The final proposal will be sent through the governance system for approval before going to the Board of Visitors, probably at their August meeting. However, this is only Phase I; restructuring will be an on-going process that will take several years to fully implement.

  - Compensation and Rewards: The design team looked at benchmarking, including other universities and private companies. The current system of pay bands and roles will be retained. It is recommended that the state’s current cap on in-band and role change salary adjustment be lifted, and increases be considered on a case-by-case basis using guidelines to be established by the university. Rewards and recognition programs should be enhanced by increasing the cap on awards from $2000 to $5000. There are concerns regarding consistency across the university, since some areas have more available funding than others.

  - Performance Management: The survey of employees indicated support for a merit pay system. A four-rating performance plan is recommended with differentiation between levels of performance. The process will be simplified and, eventually, computerized. Training for supervisors and managers will be enhanced.

  - This is the first phase of a multi-year initiative, with additional policies and programs to be considered next year. Some areas of interest are dependent on available resources, including benefits-related programs. Work/life policies are also being considered.
Proposed CAPFA Resolution for Changes to AP Faculty Definitions

Minor modifications of the definitions for AP faculty are being proposed. Many classified staff employees in pay bands 5, 6, and 7 will be given the opportunity to convert to AP faculty. If an employee chooses to remain classified, the position will convert to AP faculty when vacated as appropriate. University staff positions in these pay bands would also be considered for conversion to A/P faculty. It is felt that the change will assist in the recruitment of senior level professional and managerial positions. It will also address equity issues where departments have employees having similar responsibilities, with some in A/P faculty positions and others in the classified system.

B. Old Business

- Staff Leadership Award - Subcommittee Update

  The nomination materials will be distributed as soon as the nominations close for the President and Governor’s awards.

C. Other Business

In order to meet the deadlines for getting the restructuring proposals through governance, a special meeting may be necessary in early April. By that time, the nominations for staff leadership award will have closed.

Staff Senate elections will be coming up in March. Announcements have been sent out.

There being no further business, the meeting adjourned at 10:02 AM.