

UVI Staff Council Committee Meeting
Thursday, February 12, 2008
2:00 p.m. -3:30 p.m.
St. Thomas/ St. Croix

Present:

UVISC Officers: Peggy Fahie, Moriah Jacobs, Ardrina Scott-Elliott, Diana Freas-Lutz

Meeting Objective: Move forward with committee assignments

Minutes to the previous meeting was not reviewed or approved.

Committee agreed to question Verna Rivers on the status of issues addressed by the various sub-committees.

Ardrina Scott-Elliott informed the Committee that University faculty voted against the adoption of the faculty policy manual. Ms. Scott-Elliott requested Ms. Yvonne Lawrence, Acting Director of Human Resources to post employee handbook for staff to review. According to Ms. Scott-Elliott, Ms. Lawrence stated policy set by Human Resources is not subjected to employee review and has yet to respond to Ms. Scott-Elliott's request.

Proposal A: a staff council member will draft a letter to Ms. Lawrence requesting staff council be included in the review process, copying Mr. Vincent Samuel, Vice President of Administration & Finance, Dr. LaVerne Ragster, President, Dr. Haldene Davies, Coordinator for Capacity Building & Special Projects and Mr. Stevie Henry, Chair of UVI Shared Governance Committee.

The Committee reviewed the list of items in need of attention. These items are categorized as Human Resources issues; should the items be addressed via e-mail by the full body, sub-committees or in executive sessions.

Ms. Scott-Elliott advised the committee that only one UVI staff council representative should request information from various administrators. The Committee should ask Ms. Rivers if administrators were reluctant to acknowledge her request for information. If so, the Committee may have to seek information from higher administrative levels.

Proposal B: a staff council member will draft a letter similar to proposal A, addressed to same people. The letter will request documentation with a specific date and deadline for receipt and response, which includes policy draft manual, employee handbook (test giving, health benefit increase, time and attendance, tuition remission and accrued leave).

The Committee agreed to announce in April's general meeting the election of Group II officers for a one-year term. Committee members also agreed there should be a sub-committee addressing Phase II compensation, the restructuring of the payment scale for employee categories at UVI. Not all positions are at market value, and similar positions on St. Thomas and St. Croix not receiving equal pay.

Proposal C: a staff council member will draft a letter to the Compensation Committee in regards to justification in the above issues.

Committee members agreed to propose to the full body the need for the council to meet more regularly in order to bring timely resolutions to issues brought to the staff council for review.

Other issues discussed were employees who can run for the UVI Senate; administrators cannot be considered for senate positions, and the Staff Council Committee's budget.

Meeting adjourned 3:10 p.m.