

CSAC Meeting 8.5.13

- Ellen Missana: HR Overview of MY UVA JOB
- Mark Hampton: Role of CSAC
 - Discussion prompt: How do we get CSAC meaningfully involved in activities, including those in which HR is involved?
 - Current Rewards & Recognition Program: potentially a space for CSAC involvement to formalize this program by working with HR.
 - Goal #1: To facilitate a culture of appreciation
 - Goal #2: Demonstrate appreciation to individual staff members.
 - Notes: Classified staff may earn up to \$2000 per fiscal year; University staff may earn up to \$3000 per fiscal year.
 - Arts & Sciences might be a good model.
 - Supervisor and peer nominations used in School of Medicine and A&S
 - CSAC will move forward on the suggestion to potentially formalize a structure for Rewards and Recognition.
- Ellen Missana: Health Plan Changes
 - Invitation for CSAC to disseminate information/remind colleagues to read the email sent by University HR.
 - Suggestion: faculty and staff meeting sponsored by CSAC and faculty council during which a benefits counselor can lead an in depth discussion of changes.
 - CSAC supports this suggestion. Follow up with meeting scheduled.

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- Discussion of Health Plan Updates: How to disseminate information?
 - Dean's meeting Holloway 9/19 at 9am: CSAC representatives will each have a laptop to assist department staff in signing up for Hoos Well screenings.
 - Dean Pianta will discuss questions brought to the attention of CSAC
- Justin Thompson, Associate Dean for Management and Planning, invited to next CSAC meeting.
- Rewards and Recognition
 - Each rep will bring information back about 2-3 different models currently in place around UVA and at other institutions.
 - Institutions currently being reviewed: A&S, VA Tech, McIntire School, Med School, Washington and Lee, NC State, Nursing, Architecture, Vanderbilt, Maryland, E-School, Law
- Discussion of the possibility/ desire for a staff-centered activity around the Big Read: Mindsets. Will determine if department staff groups would like a discussion led by Professor Trent.
- Next meeting: October 7th, Bav 104

CSAC Meeting 10/07/13

Action Items From Previous Meeting:

- CSAC Meeting Minutes:

We will review and discuss how we want the minutes to show our activities, and the timing of the committee approval and how best to distribute them.

- CSAC Minutes to be posted on website and quarterly reminders with the link sent to all staff.
- Meeting dates, times, and locations to be posted on website move to open meetings for any staff who would like to attend.
- What is the best way to receive staff updates from HR for our CSAC contact lists?
 - Justin Thompson will explore with leadership team ways to best communicate updated employee statuses to CSAC.

Agenda Items:

- Clarification that we now represent Curry staff in the governance of the School, rather than a committee. Discussion regarding the development of specific goals to drive our activities, rather than activities to drive our goals.
- Clarification that CSAC is not positioned to speak about HR/ personnel concerns.

New Action Items

- **Moving forward: Development of Reward & Recognition Policy Draft. For next meeting: each CSAC representative will share model programs from other institutions within, and outside of, UVA to review prior to the next meeting. Discussion of models and next steps next meeting.**
- **Invite Justin Thompson and Ellen Missana to next meeting.**