 SPR/Staff Policy Review Committee
Meeting Minutes

Monday, September 21, 2009/MITC Conference Room

Present:

Absent:
Donna Bottorff, Lyshanna Cunningham, Suzanne Galbreath, Beth Hobson, Alisha Ward.

Call to order at 3:04 p.m.

I. Review SPR’s Purpose

SPR Chair/Senator London reviewed with the committee the Staff Senates purpose & description of the Staff Policy Review Committee. It is as follows: “This committee is responsible for the continuing review of all university documents and publications that may impact staff governance, staff role and function, and any other rules or regulations for staff operation.”

II. Determine 2009-2010 Goals

❖ GOAL #1. SHARED LEAVE

The Committee discussed plans to investigate all aspects of this policy. Senator Davis and SPR vice Chair/Senator Kelly expressed their concerns with the fact that although changes were made to this policy over a year ago, those changes seem to be in a “holding pattern” within Human Resources. Committee members were in agreement that the H1N1 Flu Virus, if widespread throughout the University Community, could be considered a “Serious Health
Condition.” Therefore, allowing Employees to request hours from the Shared Leave Pool.

Senator Davis expressed concern that if Shared Leave Hours are granted in the event of an Employee contracting H1N1 Flu Virus, there could be potential for abuse.

SPR Chair/Senator London raised the issue of where the budget relates to this policy and suggested that the Committee invite Joanne Freeman from Human Resources, as well as Mike Curtain and Susan Ingram from the Budget office to be at the next SPR meeting.

*NOTE: SPR Chair/Senator London will send an email requesting the above mentioned to attend the next meeting of SPR.

🌟 GOAL #2. FOLLOW THROUGH SPR RECOMMENDATIONS VOTED ON AT STAFF SENATE RETREAT/NEXT STEPS?

- Bereavement Policy Change:
  SPR vice Chair/Senator Kelly reported that she emailed Staff Senate Chair Brent Fryrear to inquire about “next steps” on this change. Brent responded that he attached the recommendations for the Bereavement Policy change to the email Senator Kelly sent to him and forwarded to Kim Maffett in Human Resources, Mr. Owsley and the Provost.

- Employee Morale Boost:
  SPR Chair/Senator London stated that the Employee Morale Boost recommendation will go through the HRAC/Human Resources Advisory Committee. It will then be forwarded to the Provost Office for her action.

*NOTE:*

**Addendum as of Tuesday, September 22, 2009 ~ 1:18 p.m.**

SPR Chair/Senator London emailed Kim Maffet in regards to the morale boost suggestion referencing giving SLV time to University Employees the day before Thanksgiving and Christmas Eve. Senator London expressed her thoughts that the earlier a decision is made by administration on this, the more positive the impact on Employee Morale will be.

Kim Maffet responded that she has sent the SPR recommendation directly to Administration and it is in the immediate process of being “vetted.” Kim Maffet said she should know something very soon and will keep SPR Chair/Senator London posted of any developments.
† GOAL #3. REVIEW SICK LEAVE POLICY (In particular the requirement of a Physician’s excuse)

† GOAL #4. REVIEW PARENTAL LEAVE POLICY
The SPR Committee was in agreement to work in conjunction with the Great Places to Work – Family Friendly Policy Committee and support these committees on their recommendations.
UofL’s current policy offers 3 weeks Parental Leave. The SPR Committee supports 6 weeks.

*NOTE: SPR Chair/Senator London will share the Staff Policy Review Committees’ plans of support and concerns with the Family Friendly Policy Committee. SPR vice Chair/Senator Kelly will look at UofL’s benchmarks as well as the Louisville markets largest Employers…Humana, Ford, UPS to see how their parental policies compare.

† GOAL #5. ELDER CARE INITIATIVE
SPR Chair/Senator London proposed that the Committee investigate UofL Employees rights and/or options for those in the University community that are faced with caring for an elderly immediate family member. Is this being addressed?
Senator Brashear stated that it was her understanding that this was something that the HRAC/Human Resources Advisory Committee were already looking into. She thought this was something that was being addressed in tandem with “The Great Places to work” initiative.

III. Adjourn: 4:04 p.m.

*Respectfully submitted Staff Policy Review Committee