Thursday, December 8, 2022 | 2:00 – 4:00 p.m.

PRESENT Baxter, Ehrlich-Scheffer, Flagg, Gallagher, Goverts, Harrington, Heyman, Holmes, Inclema, Kamish, Lang, Lezette, Masline, Milliken, Peterson, Prescott, Sanders, Schuler, Smith, St. Jean, Starenko, Strowe, Watters, Zehr, Ziebarth,

EXCUSED Alepoudakis, Coyne, Levey, Oware, (FS), (SG)

ABSENT

PRESENTERS Judy DeCourcey, Director of Benefits and Wellness
Chad Van Gorder, Director of Veterans Student Success
David C. Munson, Jr., President

INTERPRETERS Dana Cardona and Donna O’Brien

MEETING called to order by E. Heyman at 2:00 p.m.

MINUTES of 11/17/2022 approved

CHAIR’S REPORT

- Thank you to our interpreters: Dana Cardona and Donna O’Brien
- On Wednesday November 30th there was a University Council meeting - topics at UC included an update on Student Health and Wellness, options for Faculty/Staff wellness, an enrollment update and updates on the Campus Climate Survey which will be coming to SC next semester.
- Also on Wednesday November 30th Renee and I met with Vanessa Herman, Vice President of Government and Community Relations. During this meeting we talked with Vanessa about sharing activities relating to all staff with Staff Council Executive Committee to help provide feedback and questions from a holistic staff perspective
- On Monday we had our monthly touchpoint meeting with Jo Ellen Pinkham. Jo Ellen was joined by Debbie Ternent, Deputy Chief Human Resources Officer who is new to RIT. During this touchpoint we shared background information on Staff Council and continued discussions regarding manager training and our continued HR presentation series. Welcome to RIT Debbie, we look forward to working with you to benefit all staff!
- Thank you to Casey Remer, Alexandria Collins and Cathy Clarke for serving as our new Staff representatives on the Presidential Awards for outstanding Staff selection committee
- The outreach and engagement committee is exploring options to celebrate staff at the annual Staff Picnic - we are interested in all staff feedback and will be putting a link in the chat. This survey will also be sent out following the meeting via the meeting highlights and will be followed up by representatives. For the non-staff council representatives on the call, we encourage everyone to take the survey and provide valuable feedback to provide us all with the best experience!
https://rit.az1.qualtrics.com/jfe/form/SV_6KJ5NGuFXLJL75I
- Staff Council Representatives - We are still looking for representatives to preview the Diversity Education Model, this is an opportunity that will allow you to continue to serve all staff at the University. It is anticipated that this will take approximately 2 - 3 hours of time. As SC leadership this is the type of experience that we are asking to be put in front of us before being released on a broader scale.
- Dominique Flagg and Marci Sanders have resigned from Staff Council. Marci has resigned effective immediately and today is Dominique's last meeting as she transitions away from RIT. Thank you to Dominique and Marc
- Where did the semester go! Break for the holidays. As a reminder our next meeting will be a closed meeting in person on January 19, 2022 in the 1829 Room, normal time 2p - 4p. Our next Zoom meeting will be February 2nd.
I’d like to take this opportunity to thank not only our Staff Council Representatives but all staff for the work they continue to do for the University and our students. As we wrap up this year, I certainly look forward to the Spring Semester and all the continued good we will all accomplish together.

All presentation materials can be found online: https://www.rit.edu/staffcouncil/meetings#past-meetings

UNDERSTANDING TOTAL COMPENSATION

- Total compensation is defined as monetary and non-monetary return provided to employees in exchange for their time, talents, efforts and results
  - This includes: pay, benefits, work-life balance, performance and recognition, development & career opportunities
- Legally required benefits programs include FICA tax, NYS short term disability, workers’ compensation, FMLA/NYS Paid Family Leave and unemployment
  - RIT contributes 7.65% of employee pay to Medicare and Social Security
  - RIT supplements both short-term disability and workers’ compensation
- RIT offers a comprehensive benefits program: health care, income protection, flexible spending accounts, retirement savings plan, employee assistance program, Better Me Employee Wellness program, education benefits, legal services plan, identity theft protection, time off benefits and many other voluntary benefits (NY College Savings Plan, auto/homeowners insurance, investment advice, adoption assistance program, home owner partnership program, RARES discount program)
- Total compensation statements are published in Oracle Employee Self-Service
  - These are available to regular employees who have been employed a full calendar year
  - All prior statements are available
- The total compensation presentation contains slides with charts depicting a drill down of the total compensation statement (slides 9-15)
- Employees are encouraged to take an active role in their benefits
  - Read the information HR publishes
  - Attend benefits workshops
  - Pay attention to deadlines
  - Review all benefits during Open Enrollment

Comment: A large part of the reason we have HR here with us today is because we have received a lot of feedback from staff that you would like to hear more in depth presentations from HR and have the opportunity to ask questions. We have 107 people on the call right now so please ask questions either by raising your hand or using the chat feature.

Q. Are managers prepared to discuss total compensation with their employees or should that be a conversation between HR and employees directly?
A. I’m not really sure. The best place for employees to start to understand total compensation is to go in Oracle Self Service and review their total compensation statement.

Q. Are there opportunities to "trade" some of these staff appreciation opportunities for others? For example, trade the Red Wings day and the Seabreeze day for free parking at RIT?
A. There really isn’t a way to do an event trade. We recognize that different people have different interests in benefits and that applies to the community building kind of activities. We welcome continued feedback on what staff may be interested in regarding these options.

Q. Is there a different way that benefit changes can be communicated? The documents that are posted are very long and don't seem to specifically highlight just the changes.
A. One of our biggest struggles is communicating benefits to our employees. We have staff who use a computer all day and I can send them an email. We have other employees who don’t sit at a computer and it’s harder to reach them. HR is in the process of updating our website with the goal of making it easier to find information online. If anyone has any
communication ideas they would like to share we welcome that feedback. We will also continue to participate in these type of presentations to get the word out about different topics.

Q. Given the difficulties in hiring new talent, what sort of conversations are or should be happening around total compensation during the interview process? Are managers instructed to discuss total compensation when awarding merit increases for the year? And if not, might this help with retention?
A. That is a really great idea and I’ve made some notes so that the HR leadership team can discuss what type of talking points we can share with managers. Everyone tends to focus on the pay because that’s what we need in the present and we forget about the other ways we are compensated.

Q. It looks like when you click on the regular salary link in the total compensation statement you see your vacation time breakdown. But as an exempt employee I do not see that.
A. I should have mentioned that as I picked an example with an hourly employee. The vacation will not show separately for an exempt person. We recognize that is a gap and have had some conversations with payroll about how to handle this.

Q. Non-RIT graduate school tuition benefits have remained at $750 per credit hour for over twenty years. Is this competitive with other universities?
A. We have been starting to do some benchmarking on the education benefits and are working through that to see where we are. I can say that our tuition waiver benefits in some of the initial results are generous compared to other school but I do not know for sure in the reimbursement department.

Q. One benefit that existed pre-pandemic that would be great to bring back is the swim lessons for kids. Will that come back for the spring?
A. That is not something that was through HR so unfortunately I cannot answer that question.

COMMITTEE REPORTS

Constituent Outreach and Engagement

- As was mentioned in the Chair’s report there is a survey going out regarding feedback on the staff picnic on May 17th

Divisional Update

- We are working on identifying the key community members who we would reach out to and all of our reps have been assigned departments
- Reps are beginning to reach out to those departments and determine what information is most useful to disseminate

Elections

- Currently running a special election right now for block 1 and voting ballots are going out next week
- Working on the general election for block 1, 3 & 5 that will be happening in February/March

Policy Review

- Working on one of the Staff Equity charges to evaluate policies and procedures related to staff through an equity lens

Q. Is there a way for us to know who is responsible for getting the updates for specific divisions that way we know as reps if there are certain updates that may be important for those folks to have?
A. There is a list of all reps and their assigned departments/divisions in the SC Google drive Standing Committees folder
OLD BUSINESS

- Tiger bucks and staff/faculty discount
  - There is a discount provided to staff & faculty who use tiger bucks and you will get this discount when using your card at RIT dining locations
  - The discount will not be noted on your receipt but should be reflected in the Tiger Spend app
  - Contact the dining office if you notice any issues with your balance
  - [https://www.rit.edu/fa/diningservices/](https://www.rit.edu/fa/diningservices/)

- Tiger bucks policy
  - There is a difference between students and staff/faculty because students receive a NYS exemption
  - The dining office is allowed to hold funds for students longer with inactivity as long as the student remains currently enrolled
  - The dining office engages staff/faculty after one year of inactivity and will reach out to you to resolve any unused funds before they are remitted to NYS
  - If you are a staff/faculty member and are no longer on campus or using your Tiger Bucks, you are encouraged to reach out for a refund

- The RIT wiki is set to go away February 2, 2024 and a lot of areas used this wiki for training and operations documentation
  - Alternatives for the WIKI:
    - [https://wiki.rit.edu/display/ritwiki/Replacements+for+Confluence](https://wiki.rit.edu/display/ritwiki/Replacements+for+Confluence)
    - [https://wiki.rit.edu/display/ritwiki/Feature+Comparison+for+Replacement+Tools](https://wiki.rit.edu/display/ritwiki/Feature+Comparison+for+Replacement+Tools)
  - The suggested alternatives seem to be Google Drive&Google File Types (Doc), Microsoft OneDrive&Office 365 (Word), and Google Sites. A network share could be another alternative.
  - Some popular Library resources include:
    - Newspapers & Magazines
      - [https://library.rit.edu/dbfinder/?CustomList=true&query=e1000225+e1000065+e1000227+e1000514+e1000397+e1000505](https://library.rit.edu/dbfinder/?CustomList=true&query=e1000225+e1000065+e1000227+e1000514+e1000397+e1000505)
    - Skills Development:
      - [https://library.rit.edu/dbfinder/?CustomList=true&query=e1000336+e1000545+e1000472](https://library.rit.edu/dbfinder/?CustomList=true&query=e1000336+e1000545+e1000472)
    - Film & Video:
      - [https://library.rit.edu/dbfinder/?CustomList=true&query=e1000552+e1000360+e1000516+e1000336+e1000541](https://library.rit.edu/dbfinder/?CustomList=true&query=e1000552+e1000360+e1000516+e1000336+e1000541)
    - Hobbies & Interests:
      - [https://library.rit.edu/dbfinder/?CustomList=true&query=e1000202+e1000283+e1000220+e1000544+e1000074+e1000227](https://library.rit.edu/dbfinder/?CustomList=true&query=e1000202+e1000283+e1000220+e1000544+e1000074+e1000227)
    - Investing:
      - [https://library.rit.edu/dbfinder/?CustomList=true&query=e1000019+e1000073+e1000492+e1000544+e1000074+e1000227](https://library.rit.edu/dbfinder/?CustomList=true&query=e1000019+e1000073+e1000492+e1000544+e1000074+e1000227)

NEW BUSINESS

- Are new employees told about Staff Council?
  - There is information about Staff Council in our on demand new employee orientation through Talent Roadmap as well as a document in a Google Drive, too

OPEN DISCUSSION

- Giving a shout out to two of our upcoming events in January - Let Freedom Ring for the RIT Community and Expressions of King’s Legacy
  - [https://www.rit.edu/diversity/2023lfr](https://www.rit.edu/diversity/2023lfr)
  - [https://www.rit.edu/diversity/2023expressions](https://www.rit.edu/diversity/2023expressions)
• The RIT Library offers many benefits available to all staff
  o Even though the building is currently under renovation there is still a physical book collection you can browse located in the former ice rink behind Clark Gym
  o In addition to the book collection there are also digital offerings including research databases
    ▪ Professional and Personal Development Resources: https://library.rit.edu/dbfinder/
  o There are also a large collection of periodicals and newspapers that RIT subscribes too and staff gets access for free (ex. New York Times, Vanity Fair, Sports Illustrated, Wall Street Journal, etc.)
    ▪ Periodicals & Journals: https://library.rit.edu/shared_includes/journalfinder.php

Q. Are the databases available to retirees?
A. Each database is individually licensed and will specify which group they are available to. You will see this information when you search on the site.

Q. Are there any library workshops upcoming? I attended one awhile back and was wondering what’s the best spot to keep an eye out for new ones (Tableau workshop - example)
A. We have a list of events on our website that should what the library is hosting. Currently we have not begun scheduling for spring semester but keep checking for upcoming events. https://www.rit.edu/events/?title=library. There are also archived presentations on the library’s YouTube channel: https://www.youtube.com/@RITLibraries/videos

OFFICE OF VETERAN STUDENT SUCCESS

• Chad Van Gorder, 21 year Army retiree is the new director of OVSS
• This office was created to provide a central support for Student Veterans under one umbrella
  o Services include: Academic Support, Professional Development, Benefits Certification, Career Preparation and Resume Translations
• The office will work to connect and engage with veteran RIT alumni
• RIT has 243 veteran affiliated students with 83 being veterans themselves
  o We are working on trying to determine how many additional veteran students are here but not using a military benefit
• This will also become a resource for veteran affiliated students during the enrollment process
• The goal is to grow the office into a Veterans Success Center that will engage and support veterans and their families as they transition from military service back to civilian life
• Reach out to the office to provide resources as you engage with your veteran students and Chad will be the resource or connect you to someone else internally or in the veteran community in Monroe County

Q. Will this office be assisting International Veterans as well as USA Veterans?
A. Yes there is a plan to help them and we want to open up our general support services to these students. There are also students who have an obligation to serve based on the rules of their countries. We would love to share experiences with them and learn about their experiences and cultures.

Q. Is this only for students or can staff who are veterans take advantage of your services?
A. It would be great to connect with veterans who are staff members. There are a variety of things I can do for them on the education side or referral outward. Again it would be interesting to share experiences with our students and be a part of activities that the office hosts.

YEAR END REMARKS

• The campus mood this fall was full of energy and excitement and feeling as though we have returned to pre-pandemic mode
  o Students have been engaged and interacting with one another and have benefitted from the gorgeous fall weather
Covid has been under control and we will continue with waste water testing as needed

- Many athletic teams are doing very well

- RIT welcomed many new leaders this year

- University research funds have exceeded $90 million for the first time

- RIT Dubai was named one of the top 10 “Quirkiest College Campus Designs” by Newsweek

- Air Force ROTC received the top award in the nation and the Department of Defense’s highest ROTC honor for 2022

- Enrollment is stable as we come out of the pandemic
  - This year brought the second largest incoming class in RIT history
  - Diversity is strong with a higher proportion of women and AALANA students

- We continue to work on improving our competitiveness by focusing on things one can do only at RIT
  - Established American Crafts Experience, Research Scholars Program and a distinctive Pre-Med Program
  - Growing the Performing Arts Scholars Program
  - Working toward completion of the SHED - a facility that no other university in the world has

- We are experiencing the same staff attrition issues that other universities are right now post-pandemic
  - Typical attrition rate is 8-10%; in FY21 it was 11% and FY22 was 14.5%
  - There have been many early retirements and poaching of staff by other institutions
  - RIT continues to collect market and aging salary data to make market adjustments and increase wage bands

- RIT continues to learn and develop ideas for the future where we can improve our diversity education
  - The Action Plan for Race and Ethnicity Climate Survey results are in the process of being analyzed and shared with all governance groups and the President’s administrative team
  - Faculty Senate DEI and Curriculum Committees are collaborating on an approach to make RIT’s curricula more inclusive
  - HR has expanded DEI support for staff searches
  - Held the Inaugural Day of Understanding in October

- The capital campaign will end on June 30, 2023 and we are expected to exceed the $1 billion goal
  - The funds raised to date include money brought in for research from the Federal Government
  - Money has been raised for: student scholarships, endowed professorships, facilities and research

- The success of the Sentinel Society continues with $4.1 million in unrestricted gift commitments since the program started a few years ago
  - Donors sign up for a 5 year pledge, where they give a certain amount of money each year for 5 years
  - The founding member phase of the society will conclude with the end of the campaign
    - There is a goal of 500 Founding Members, with 389 to date
- RIT continues to be well-positioned because we are following our strategic plan

MEETING adjourned at 4:05 p.m.

Staff members are encouraged to contact their **Staff Council representative** with comments or questions on these or any other topics.
staff feedback and insights on university issues. Additionally, Staff Council initiates policy proposals and revisions, and raises issues for university consideration.

Share your suggestions!