

UNIVERSITY STAFF ADVISORY COUNCIL

March 2017 Web Submissions

1. **Date Submitted:** February 1, 2017

Web Sub: *When I was forwarded the USAC email that held the petition for people to sign encouraging faculty and staff of the University of Richmond to condemn President Trump's executive order to temporarily halt (not ban) entrance into the US, I was absolutely appalled. This never, EVER should have been sent to staff members using the University server to further personal agendas, therefore, feeding into mass hysteria. Without facts and not caring about the laws of this land, you are putting forth this petition on the assumption that everyone is on board with your thinking and ideology. This is a political issue and we, as an educational institution, have a duty to educate our students, not get involved in politics and certainly not go off on a tangent due to personal feelings. If you want to talk the Constitution, facts and the implementation of federal and immigration laws, that is something different?until then, we have an obligation to stay out of the political arena! . We are all care deeply about our students, however, I find the wording of this petition reprehensible and completely biased and skewed.*

Response: The key purpose of USAC is to act as a conduit for information between the University and staff. Faculty drafted the statement and requested that their email be forwarded to the USAC listserv. The wording of the email from USAC in no way encouraged USAC members to forward the email or constituents to sign the statement, it simply passed along the information as requested.

The original email stated:

USAC members have been asked to forward the following to their constituents
<https://docs.google.com/document/d/1pDq3IeTha1y8viLufK7U3fMePy6HxDbD049LuSrjDrU/edit>

If you would like to sign the document, you can send an email to Jenny Pribble and Ernesto Seman to add your name.

2. **Date Submitted:** February 7, 2017

Web Sub: *I recently saw a web submission about staff retaining their Richmond email address after retirement. I was already planning to submit a similar request. I am very active in my profession and plan to stay involved even after I retire. I too would like to retain my Richmond email into retirement. When this was submitted before, it was met with the typical response: "HR will look into it." I would like to see a definitive response and if the University is not willing to extend this benefit to staff I would like to know why.*

Response: This has been forwarded to IS and HR who are working on a comprehensive response.

3. **Date Submitted:** February 9, 2017

Web Sub: *The performance evaluation timeline doesn't quite make sense given that end-of-year performance reviews are due between March - May. ?Mid-year? performance evaluations are due in December/January. Why do we have this timing when employees in some cases will not have a full evaluation year to complete performance goals? <http://hr.richmond.edu/performance/timeline.html>*

Response: Since there are several different cycles of work at the university, finding one schedule that fits all is difficult. The current timeline pushes the deadlines performance review reviews as close to the end of the fiscal year as possible while still allowing for the processing of merit increases effective July 1. (CKS)

4. **Date Submitted:** February 20, 2017

Web Sub: *Is there a university-wide policy or process in order to get a standing desk? Or is it just up to each person's supervisor? Has HR ever considered a program to encourage the use of standing desks since it is a healthier option? I understand they are not cheap so if there was a way to help departments fund something like this, I think it would be great for employees who have to be at a computer all day.*

Response: If an employee wants a standing desk, they should discuss with their supervisor as this is a departmental expense. There are is no central funding of these requests. From my research, the data on the relative health of standing versus sitting desks is mixed. The most important factor is to move around between sitting and standing positions during the day. Importantly, if an employee requires a special accommodation due to a disability, they should request the accommodation through Human Resources <http://hr.richmond.edu/policies/required-legal/ada.html>. (CKS)

5. **Date Submitted:** February 22, 2017

Web Sub: *I agree with the person who submitted the holiday posting about inclusive vs. exclusive. We are moving too far to make this a happy place for the few and not thinking about excluding the majority....or maybe we need to dig deeper into this idea.*

Response: From the February 2017 Web Submissions report... We are hearing a lot of messages regarding holiday decorations and they all point in different directions. As a University we are dedicated to inclusion. We have started a conversation with University administration about this topic and there is a shared commitment to creating and sustaining a welcoming community for all.

6. **Date Submitted:** February 23, 2017

Web Sub: *Wondering if there has been any discussion of this type of policy being enacted on campus: <http://www.quickbase.com/blog/france-is-forcing-its-employees-to-power-down-will-it-work#.WKNjOCgSx0Y.linkedin>*

Response: Creating this type of policy for the University of Richmond has not been discussed. There are some good lessons to take from the article though, like employees and managers taking time to discuss expectations about where and when work is expected to be done. (CKS)

7. **Date Submitted:** February 23, 2017

Web Sub: *With many of the facilities staff working odd hour shifts it is hard to go to the gym during the gyms regular hours. Is it possible to see how many of the staff would like to go to the gym before the 6 am opening time? I have been asking about changing the opening time for the past several years to no avail.*

Response: We are aware there are some staff that would like us to open earlier than 6:00 am, but the demand does not justify us increasing the hours, scheduling the staff, and all of the associated cost. The Weinstein Center is open seven days a week, as much as 18 hours a day, for a total of 120 hours a week, which is probably more than most college fitness centers. We do have a significant number of facilities staff that are regular users of the Weinstein Center that make good use of their lunch break or find time to visit the Weinstein Center after work. (TR)