

University of North Carolina		HRDB Committee
Staff Assembly		Report
		August, 1st 2011
Committee Chairperson Alan Moran	Last Meeting Date:	Committee Delegates: Mary Susan Williams, Rick Thompson, John V. Reed, Linda M. Waddell, and Chuck Brink.
Next Meeting Date: Time: TBD/email/list serve		

KEY POINTS

Carried from our last meeting where five areas of interest that the committee recommends the SA works on

1. Delegate support.
2. Administrative relations with employee councils/forums/senates
3. Ombudsman’s office
4. Best peer and aspirant institutions HR practices
5. Structure for gathering information and making recommendations with regard to best HR practices and “personnel Flexibility”
6. Employee leave policy recommendation

During the last legislative session the Administration put Article 16 article 16 aside and replaced it with a new initiative: “personnel flexibility.” That portion of it legislative priority was not passed but may be reintroduced at another time. Because this “flexibility” issue is consistently raised the SA should be proactive in researching best practices for the UNC system.

Recommendations and Rationale

RECOMMENDATION	RATIONALE
<p>1. To incorporate SA Delegates responsibilities into an employees work plan for the duration of their term.</p> <p>2. Chair committee should evaluate the by-laws of each member institution and make a recommendation for best practices. For example, the head of each institutions HR should be an ex-officio member of their senate/council/forum.</p>	<p>1. There are varying levels of support from delegates departments. Some delegates have an excellent relationship with their employers others not so much. Including staff assembly responsibilities in the work plan would ensure both delegate and employer are vested in the endeavor.</p> <p>2. There is an inconsistency in the relationship our sister institutions have with their senior level administrators. Determining what the best practices are of institutions that have a good relationship with their administration would benefit all.</p>

<p>3. That each campus explores the idea of having an ombudsman's office.</p> <p>4. That each of our sister institutions research at least two peer and or aspirant institutions HR systems and draw from those best practices that could be used for our HR system</p> <p>5. To use the HRDB committee in combination with the Chairs committee to funnel information and recommendations gleaned from recommendation #4 to the executive committee for final dispensation.</p> <p>6. That the SA draft a letter to President Ross urging him to express our dissatisfaction with the rigidity of the current SPA leave policy as it relates to disaster relief and ask that the policy be altered for employees who are victims of disasters.</p>	<p>3.UNC Chapel Hill has had an Ombudsman for some years now. This has given both employees and management an opportunity to come to terms with issues without going through an official process. Cost can be inhibitive but the use of qualified faculty members who can utilize a course release could offset some of that cost</p> <p>4. Just as our faculty and administration use peer and aspirant universities to illuminate what the best practice for the university we should do the same to insure we illuminate to administration what the best practice is for our employees.</p> <p>5. A concrete straightforward and transparent process needs to be established for the gathering information and making recommendations. Combining the Chairs and HRDB committee for this purpose will ensure that ALL institutions have a say in what gets sent to the executive for final approval.</p> <p>6. Employees enduring a disaster are not allowed to take sick leave to clean up their property, meet with contractors or insurance adjusters, or even repair their damaged homes, but rather are forced to take vacation leave or, if they have used all of their vacation leave, to take leave without pay.</p>
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ITEMS REQUIRING DELEGATES ASSISTANCE

Item	Action Items	Contact(s)	Due Date
1.	Leave Policy with regard to disaster relief.	Alan Moran	ASAP

ADDITIONAL INFORMATION:

Leave Policy recommendation letter attached