

## 2019-20 UNIVERSITY OF MINNESOTA

APRIL 23, 2020

### CIVIL SERVICE SENATE MINUTES

The third meeting of the Civil Service Senate for 2019-20 was convened via Zoom on April 23, 2020 at 10:00 a.m. Checking or signing the roll as present were 37 civil service members. Chair Jean Otto presided.

#### 1. University Policy Process

Michele Gross, program director, University Policy Office, presented slides titled [Policy-Making at the University of Minnesota](#), and explained the history of policy making at the University, and the current policy process, which is managed by the University Policy Office. Gross also provided information on the policy hierarchy, and an in depth explanation of the process for developing, updating and consulting on changes to policies. She told senators that shared governance is consulted based on a matrix that was developed by the University Policy Office and the University Senate Office to ensure input from faculty, students and staff on the senate governance committees and senates.

#### 2. Online Harassment

Jake Ricker, director, Public Relations, provided an overview of online harassment and [how the University handles reports of harassment](#). He told senators that online harassment and trolling attacks are typically generated on social media platforms, online forums, and message boards, and they can be vague or direct messages focused on an individual or a group. Ricker said these behaviors are increasing both in the number of reports, and also in the severity of the harassment.

Ricker told senators that an emerging trend in the new COVID era is zoombombing, which occurs when an individual joins a zoom meeting and shares explicit content using the “share screen” function. He explained the [Office for Information Technology \(OIT\)](#) has developed resources to help faculty, staff and students secure Zoom meetings.

Ricker concluded by telling members that the University Relations office is committed to protecting academic freedom and freedom of expression, and if anyone is exercising those rights and being harassed, they should contact the University Relations office for support and resources.

#### 3. Chairs Report

Otto provided the following updates to Civil Service Senators:

- The Board of Regents (BOR) approved the final language in Civil Service Employment Rules adding a bereavement leave benefit for civil service employees at the February 13, 2020 board meeting. The Office of Human Resources (OHR) is in the process of determining how this leave will be reported in MyU.
- The Civil Service Consultative Committee (CSCC) has consulted with senior

administration on new building security measures implemented on the Twin Cities campus, and the Systemwide Strategic Plan.

- CSCC met with President Gabel in March to discuss emergency COVID-19 planning, merit pay, and the recent leadership change in the Office of Human Resources (OHR). Mary Rohman Kuhl and Mark Sevenich will now be attending CSCC meetings rather than Patti Dion.
- The Joint Compensation Commission (JCC) has prepared a survey to gather data from employees regarding compensation. Due to the disruptions and changes to work at the University from COVID-19, the roll out of the survey is being delayed.
- Prior conversations between CSCC and OHR were instrumental in preparing supervisors and employees for determining the roles, responsibilities and communication to civil service employees, especially for employees with supervisors that are not UMN employees during emergency COVID-19 planning.
- Regent Mike Kenyanya will attend the May 21<sup>st</sup> CSCC meeting and Regent Ken Powell will be attending the November CSCC meeting.
- Several people have stepped forward for service/representation for civil service:
  - Vice President Michael Goh, Equity and Diversity, has appointed Linda Blake as the next Civil Service Hearing Officer for the Office for Conflict Resolution.
  - Joey Best has been appointed to be the Civil Service representative on the Employee Civility Development Committee (ECDC) which is a committee that is part of the president's initiative to prevent sexual misconduct.
- Missy Juliette has been elected to serve as chair-elect for the Civil Service Senate and the CSCC for the 2020-21 academic year.
- There are two CSCC new appointments:
  - Tony Fussy, Academic Affairs CSCC member, term: July 1, 2020 to June 30, 2023.
  - Meredith Schneider, Duluth CSCC member, term: July 1, 2020 to June 30, 2023.
- Also, there is a new CS Senate appointment:
  - Kathleen 'Katie' Huynh, Central and Administrative Services Civil Service Senator, term: begins immediately to June 30, 2021.

Senators then discussed the 2020-21 Civil Service Senate elections.

With no further business, Otto adjourned the meeting.

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University Senate Office