



College of Arts & Sciences Managers' Meeting
Wednesday,
10:30 a.m. – 12:00 p.m.
Zoom

Welcome: Dean Terry Rhodes

Terry took a moment to recognize Shayna Hill and all the wonderful work she has been doing as the Employee Forum President, and for all the work she has been doing as the co-chair of the Campus and Community Advisory Committee. There has also been a discussion of creating a Staff Advisory Committee as well.

The University is working hard to advocate for staff, and there is no doubt that the last few months have had a lot of focus placed on students and faculty, with the work of the departmental managers going on largely unnoticed, but we assure you we see what you are all doing and that everything is deeply appreciated.

The Employee Forum recently published the findings of a survey on how COVID-19 has affected everyone and the results showed that employees are anxious and frustrated and particularly feel ignored and unheard.

The Dean's office is advocating for approval on filling essential positions that are critical to the operations of the University.

COVID-19 Community Standards: Kurt M. Ribisl, PhD, Jo Anne Earp
Distinguished Professor and Chair, UNC Gillings School of Global Public Health

Dr. Kurt Ribisl introduced himself as a behavioral scientist working in public health on changing behavior on a large scale, with most of his previous work being in the area of tobacco control and vaping prevention. He has recently been involved in multiple projects on COVID-19 and all of the non-pharmaceutical interventions that are most effective at this stage of the pandemic until vaccines are approved. Social distancing, wearing a mask, are all effective behaviors. Behaviors play a big role in a new project being conducted in Durham giving business, especially LatinX, black, woman, and LBGTQ owned business with safe practices and suggestions on what they can do to reduce the risk of their employees and customers. He has also worked on a UNC Public Health Group that was started by the Vice Chancellor for Communication to think about what is and can be done on campus.

The first question we received was on testing. As of now, there has been a focus on testing students, with testing occurring in the Student Union and a few other places across campus. It is recommended that students get tested every week, especially before and after they return home or go off campus. Testing will ramp up next semester. As far as staff, there have been some methods set up for employees to get tested, as well as options available through the state health plan. The goal is to test more and more per week, working up to thousands in January. The two types of tests available – the nasal pharyngeal one is more invasive and is used if the person being tested has shown symptoms, or the saliva test that is for people with no signs and is much quicker. A question was asked about increasing testing for staff and employees and the importance of having that as well. The University has been expanding testing for staff with more details to come.

Contact tracing is also important, with the University only contacting those close to the person who tested positive.

The Swiss Cheese Respiratory Virus Pandemic Defense, covers how no single method is perfect, so the best defense is to practice as many safe methods of preventing the spread of the virus as possible – wearing masks, social distancing, washing hands, quarantining if exposed or infected, regular hygiene.

Social distancing while at work and participating in preventative measures is also very important as people begin to return to work.

Finance Announcements: Elizabeth Bakanic, Associate Dean for Finance & Budget Mgmt.

Chair approval of the instructional workloads are due at the end of next week, so should any issues arise, please contact your budget analyst.

Kate Henz added that these are being done so that there is a record of a review of which faculty courses, what they taught, what their load was.

If you have been contacted by the budget team regarding some reinvestments of some of your trust funds, please be sure to respond as soon as possible.

HR Announcements: Ashante Diallo, Associate Dean for Human Resources

Please make sure that employees are aware of open enrollment and deadlines, especially with the tight turnaround.

The payroll lockout is on the 14th, but the School Division ePar deadline is December 10th.

We are off on December 26th and the 27th and the Holiday Break begins December 24th and continues until January 1st, with the New Year Break ending on

the 4th. Be aware of the two days the University is closed, December 30th and 31st, where you will use accrued time off.

The CASBO team will try to fit in one more I-9 event at our office on Rosemary before the end of the year. Please look for additional information about this in an email.

SHRA employee positions are all currently in hard copy, so we are beginning a new project to move that all online and electronic. Please take some time to review your positions and make sure they are updated and current.

Campus Working Group Report Outs:

Employee Forum – nothing new to report.

Finance Functional Redesign – nothing new to report.

Red Tape Committee - nothing new to report.

Finance Functional Redesign - nothing new to report.

Finance Early Impact - nothing new to report.

HR Early Impact - nothing new to report.

OSR Business Managers Advisory Committee - nothing new to report.