



College of Arts & Sciences Managers' Meeting

Wednesday, October 12th, 2022

10:30 a.m. – 12:00 p.m.

[Zoom Recording](#)

Welcome: Roseanda Hall, Senior Director of HR Shared Services

DEI Strategic Plan- Guest Speakers

- Karla Slocum, Senior Associate Dean for Diversity, Equity, and Inclusion
- Jason Clemmons, Director of Curriculum, Recruiting, and Operations, Honors

ANNOUNCEMENT: Presentation of the DEI Strategic Plan

Senior Associate Dean for Diversity, Equity and Inclusion, Karla Slocum, presented a PowerPoint discussing the [DEI Strategic plan](#). This plan was started a little over a year ago, and is now at the **rollout stage**.

Structure

- 3 years- Start January 2023- December 31st, 2025
- 4 Priorities
- 14 Action Items
- 40 Action Steps

4 Priorities

1. Pay Equity

- *Take measures to understand and improve pay equity.*
 - Review data
 - Require unit salary audits
 - Develop merit review best practices

2. Climate

- *Elevate a climate of commitment to equity and inclusivity*
 - Promote and model the College's DEI values
 - Enhance belonging, representation, and culture of respect
 - Each unit will be asked to develop a DEI plan that works for their particular unit, needs, and interests.
 - A survey will be distributed annually in order to see how the DEI plan is working over time.
 - Support and recognize service that furthers DEI
 - Compensation for diversity leadership within units as well as standardizing what diversity leadership compensation would look like

- Support DEI projects that units are leading through grants and other processes
- Mandate and offer specified DEI trainings
 - The particular training will not be mandated, but enforcing that you go through DEI training.
- Ensure broad awareness of critical resources

3. Recruitment and Retention

- *Measurably increase the proportion and reduce the losses of underrepresented faculty and staff*
 - Reduce bias in searches
 - Expanding the existing workshops around leading faculty searches in particular
 - Ensure broad applicant pools and inclusivity in the selection from those broad applicant pools
 - This will need to be a required yearly training for search committee chairs and department chairs and managers as information will be updated.
 - Implement strategies to increase underrepresented faculty and staff
 - Looking into HR policies that invite inclusivity for underrepresented groups
 - Understand complexities of faculty and staff losses and develop plan to address them
 - Utilizing exit and stay interviews in order to gain more information and insight into those decisions
 - Create and enhance mechanisms for inclusive professional mobility
 - Mentoring is a relevant idea to both faculty and staff
 - Transparency of processes to both faculty and staff to take advantage of professional growth and development

4. Repair

- *Reckon with and take measures to repair harms that our community has experienced*
 - Nurture and enrich the college community
 - Encourage the growth of affinity groups on campus
 - Increase community dialogue through conversations like “Conversations to Uphold Equity”
 - Support faculty and staff who are helping us learn about our past, its harms, and ways to forward repair
 - Support those who are researching, programming, and teaching in this area

Finance Announcements: Elizabeth Bakanic, Associate Dean for Finance & Budget Management

ANNOUNCEMENT: CASBO is adding in a Senior Accountant position

This role is needed in order to make sure cash management is balanced and correct for all departments. This is going to be important for trust balances and to make the most of our investments. The Senior Accountant position will be posted here soon, so if you follow the job ads you will see it soon.

ANNOUNCEMENT: Automation of F&A sharing

Kate discussed that there should be an automation of F&A sharing in the future, and this will be a good thing. There should be a meeting for those who are interested in the future, as well as a campus wide announcement. You have to agree to the amounts that are automated, and there are certain ways to handle disputes that will be clarified with further announcements. This will impact the F&As between CAS and the School of Medicine, for example.

ANNOUNCEMENT: T&E Requests

T&E Requests will be broken down, the SADs will review their division, Powell Marshall will review facility requests, and then you will get the feedback of those line items.

HR Announcements: Ashante Diallo, Associate Dean, Human Resources

ANNOUNCEMENT: RASR Enhancements

These RASR changes are still being tested as it's been a little bumpy rolling out. You may notice RASR looks slightly different- there's not big changes to the look and feel, but there are some new enhancements.

There will be a RASR touchpoint meeting when the enhancements are rolled out & the bumps are worked out in order to get feedback. Some of the RASR forms will be updated to match the new system and to match PeopleAdmin as those forms are changing as well.

IMPORTANT: Open Enrollment is now through October 28, 2022

Please send this information to those in your department and be sure they are all aware of this.

<https://hr.unc.edu/benefits/enroll/>

ANNOUNCEMENT: Employee Appreciation Day is October 21, 2022

- Join us **Friday, Oct. 21**, in The Pit and at the Carolina Union from **10 a.m. to 2 p.m.** for food, fun, giveaways and games like: Caricature artists, Carnival games and inflatables, Hourly raffle, Pelican's Snow Cones, and 360 photo booth.
- From **11:30 a.m.** on you can pick up lunch—for free!
- Other highlights for this year's Employee Appreciation Day include: Department/local business fair, Employee talent performances, Flu shots and COVID boosters, and Hands-on art-making workshop.

- Employee Appreciation Day participation is free, and attendance is considered work time for staff, who should seek advance approval from their supervisors to attend. Free parking is available in the [Cobb Deck](#) on Paul Green Drive.
- To see the full agenda for the day's events and to check out what else is happening this month, be sure to visit our [Employee Appreciation Day webpage](#).

ANNOUNCEMENTS: Holidays coming up

November 24 & 25: **Thanksgiving Holiday**

December 26-29: **Winter Holiday Break**

[December 30: Optional Work Days](#)

**In order to provide additional flexibility for employees, Friday, Dec. 30, 2022 and Friday, Dec. 29, 2023, will be optional work days for employees as opposed to University Closed days, where they would be required to use leave.*

*UNC employees who wish to work on these days must coordinate with and receive prior approval from their supervisor to do so. For those who receive approval to work, please note that campus services will in general be operating at normal holiday closure levels.**

January 2, 2023: **New Year's Day**

January 16, 2023: **Martin Luther King, Jr. Birthday**

IMPORTANT: Duration of Overload Activities

The policy says the duration of the activity should not exceed six months in duration. If the activity is a multi year (example, every year for three years) then this is not an overload, it is a secondary appointment. This would require an approval of a stipend. We would have to submit an increase for a stipend, create a secondary appointment, and then implement it. We're trying to push back and see if they would allow nine months instead of six months, but right now they are staying at six months.

ANNOUNCEMENTS: Changes with Central Faculty Activity

Parts of Academic Personnel Office Activities are moving and being combined with EHRA Non-Faculty. There will be an EHRA personnel office that handles both faculty and non-faculty. Overloads, salary increases, phased retirements- everything but recruitment- will be going to this new phased group come January. Faculty recruitment will now be combined with the same group that handles SHRA and EHRA Non-Faculty recruitment in PeopleAdmin. In January, this team will start reviewing faculty recruitment activities. The routes are expected to change late November. The position actions for faculty will still be with the EHRA team. With the position action and recruitment process, Ashante and Kate are working to get this process more manageable and advocating for all teams involved.