



## College of Arts & Sciences Managers' Meeting

Wednesday, March 8<sup>th</sup>, 2023

10:30 a.m. – 12:00 p.m.

[Zoom Recording](#)

**Welcome:** Elizabeth Bakanic, Associate Dean for Finance & Budget Management

**Guest Speaker:** Jessica Pyjas, Senior Total WellBeing Manager

**Topic:** Total WellBeing Expo

[Slide Show & Poster](#)

[Total WellBeing Expo Website](#)

[Expo Agenda](#)

The Total WellBeing Expo is an annual event that occurs each year during Spring Break. This year's event will take place on **Wednesday, March 15<sup>th</sup> from 11am to 2pm in Fetzer Hall.**

Participation with this event is considered work time. Additionally, March 15<sup>th</sup> is a no meeting day so people can attend.

Parking is free. Gates for the Cobb Deck will open as early as 7am, and will remain open.

**Guest Speaker:** Karla Slocum, Senior Associate Dean for Diversity, Equity, and Inclusion

**Topic:** Political Activities of Employees Policy

The new policy, which is being referred to as the "Compelled Speech Policy," contains the following updates:

*University shall neither solicit nor require an employee or applicant for academic admission or employment to affirmatively ascribe to or opine about beliefs, affiliations, ideals, or principles regarding matters of contemporary political debate or social action as a condition to admission, employment, or professional advancement. Nor shall any employee or applicant be solicited or required to describe his or her actions in support of, or in opposition to, such beliefs, affiliations, ideals, or principles.* [-February 2023 Board Meeting and Materials](#)

This is being interpreted at the moment to mean in the domains of admissions and employment, this deals with what kind of questions can be asked, and what information can be solicited. Per

the Provost, there are no changes in operations. Senior leadership first needs to receive more clarification from the Board of Governors. The deans of the individual schools will likely be those who communicate the changes in operations resulting from this policy.

You do not need to remove any DEI language from existing postings or websites.

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

**Reminder: IWL Process**

Thanks to everyone who has been working on the Instructional Workload process; IWL has been moved through the majority of the approval processes. If you have anything else that needs to be corrected, please do so as soon as possible.

Additionally, as the IWL process is finished, the numbers from the buyouts will be plugged into the IB model, and hopefully the temporary teaching piece and other information will be out by the end of next week.

**Reminder: Instructional Budget**

You should have received your budget for students that should be available for next year. There should not be too many changes, but they will go up for everyone as they are annualized going forward.

**Announcement: Annual Report Season**

Annual reports should be out in about a week and a half. They typically come out right after Spring Break.

**HR Announcements:** Ashante Diallo, Associate Dean, Human Resources

**Important: ConnectCarolina Effective Action Dates**

Please do not submit anything that is effective July 1<sup>st</sup> or later until April 28<sup>th</sup>. If you do any hire actions prior to that, they will get denied. A new hire action could be initiated prior, but for those that are already here, wait until after April 28<sup>th</sup>.

**Announcement: Overload Payments for Faculty Members on Leave**

Faculty members who are on leave are not permitted to receive overload payments in the period they were on leave. See point 6 in the [Overload Policy for EHRA Employees](#). In the cases of work already done and the request coming in after the fact, it should be directed to the SAD. The Chair, additionally, should be aware of this policy and communicating this in faculty meetings.

9-month faculty members who are on leave during the spring semester can do summer school and get paid summer salary.

Before a phased retirement faculty member accepts any extra work, they should call benefits themselves to see if they can take that additional work.

For faculty members who are signing leave forms, remind them to read all of the leave form and what it requires of them.

**Announcement: ConnectCarolina Outage**

ConnectCarolina will be out from this Friday at 5pm until Sunday at 5pm.

**Reminder: J-1 Lunch and Learn on Tuesday, March 14<sup>th</sup>**

The J-1 Lunch and Learn will be held via Zoom on Tuesday, March 14<sup>th</sup>, at 12pm. The invite has already gone out- if you do not have the invite, contact [Joy Montemorano](#).

**Reminder: ABF Conversion**

Many Business Officers are going to have to make the decision whether to convert by April 16, 2023 via ConnectCarolina. The 90-day conversion period opened January 16, 2023. The 3<sup>rd</sup> info session is on March 29, 2023, [and you can find more information here](#).

Ashante will be looking to schedule a more feedback oriented session regarding this process shortly after Spring Break.

**Reminder: Performance Management 2022-2023**

(Roseanda) [The Performance Management Lunch & Learn](#) is available on the CASBO Website.

The Office of Human Resources (OHR) will be hosting a Performance Management Informational Webinar on March 21, 2023 from 1:30 – 2:30 ([Zoom Link](#)). This next information session that goes over Carolina Talent will be focused on the mechanics of Carolina Talent, rather than the policies of it.

Please make sure the supervisory reporting is correct in Carolina Talent; if they are not correct, it will require a help ticket to fix.

OHR will also host Virtual Office hours in April [online via Zoom](#) through April 26th:

- Tuesdays 10-11 a.m.
- Wednesdays 3-4 p.m.

**Announcement: Begin looking at end-dates for faculty**

Please begin looking at end dates for faculty, especially fixed-term faculty as they do not auto-term. We want to avoid having expired end-dates or expired ranks.

### **Campus Working Group Report Outs**

#### ***Chancellor's Staff Advisory Committee***

No report

#### ***Employee Forum***

No report

#### ***UNC Staff Assembly***

Our next full body meeting will be April 3<sup>rd</sup> and 4<sup>th</sup> in Raleigh. We will be considering a Proclamation regarding the UNC System policy revision banning "Compelled Speech". Our concerns are that this policy revision is not in-line with the UNC System's own strategic plan as it relates to DEI and would restrict what kinds of questions we can ask in the hiring and application process as they relate to DEI. Please contact [Shayna Hill](#) if you have any questions or would like to share your thoughts.