# College of Arts & Sciences Managers’ Meeting

# Wednesday, December 8, 2021

# 11:00 a.m. – 12:00 p.m.

# [Zoom](https://uncch.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=577971bb-1b8c-4d64-87e5-adf80119413a)

1. **Welcome –** Roseanda Hall , Senior Director of HR Shared Services
2. **Guest Speaker –** Dean Terry Rhodes

Thank you very much, Happy Holidays everybody! It’s great to see you all. We have commencement on Sunday. I want to thank you and give my great appreciation for your hard work.

I know you are going to be especially interested in the Legislative Salary Increase. We are excited about thi but we are still waiting for more information. The mandatory bonus of $1,000 for all employees will be received this month and some of you might be eligible to receive an additional $500 if your salary is $75,000 or below. In January, we are anticipating the mandatory base salary adjustment of 2.5% increase. You will receive this 2.5% increase in January paycheck. This mandatory salary adjustment will also happen again in the academic year of 2023. The retroactive pay from July 1, 2021 up until January 2022 then you will receive this retroactive pay every month after January. There’s still a lot of questions regarding the discretionary element aspect, and we will have more information in March to give to you.

I would like to remind everyone to take the DEI survey. We will still be wearing mask in the spring.

1. **Guest Speaker –** Karla Slocum, Associate Dean for Diversity, Equity and Inclusion

I am really glad to be here to chat with everyone. It’s coming up on six months that I have been in my new position. I would like to tell you a few things that I have been workin on over the course of my time here. One of the task that I have been working on is community building. Community building is the various ways that we connect across the college from Faculty and Staff. We will use community building to learn from one another and determine the concerns each of you have with DEI and how we can improve DEI. On January 26 at 12pm we will be hosting our series called Conversations Upholding Equity that will focus on frameworks for understanding race and racism.

We will be focusing on information sharing and distrubuiton. You can look at our website for the best resource to learn about any upcoming trainings and events.Structure building is another area that I consider that I’m working in to determine the various kind of structures around DEI. Lastly, using research to serve our DEI mission. I just recently started exploring this so please stay tuned for more information. Please take 15-20 minutes to complete the DEI survey to inform us of any suggestions, concerns or questions regarding DEI. This survey is really a critical resource and an important way for us to be respond to your concerns.

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

I wanted to remind everyone that the UNC holiday schedule, December 23rd is the last day to work and we will return to the office on January 3rd. Most of you might have received an email saying that December 30th is a university close day and you are required to use your own personal day. However, this has changed and now this is an optional work day for you. Please be mindful that this work day is only for employees that have legitimate work to do and needs to be approved by your supervisor. If you have questions please reach out to your assign HR Consultant. As you know, December is a short payroll lockout and the pay period ends on December 14 but we can hire people after January 1st. Please have your new hires get their I-9 Verification in before we close because we will be out of compliance if it is not in before their hire date.

Any eligible faculty member for Phase Retirement should have received an email from the Provost office on December 4th. There is an approval process for review and we have a razr form. You can find this form under the Faculty Administration section on razr and this is for submitting sign phase retirement applications. Phase retirement applications will be due to the dean’s office through razr by January 7th. This will allow us a couple of weeks to review all applications to make sure there are no corrections and then get them to the Provost office on the faculty members behalf. Make sure that your chair signs off on your application before you submit it in razr.

There is a new faculty retirement guideline on the HR website. It’s a great resource for new hires as well that is looking at choosing a retirement plan. One of our colleagues, David Mitchell will be retiring at the end of this month.

1. **Finance Announcements -** Elizabeth Bakanic, Associate Dean for Finance & Budget Management

You will be receiving an email shortly with information to fill out the annual NSF R and D Survey. The summary of all the cost code expenses have been tagged for your unit. If you find that a cost code has not been coded please use the cost code for this year. The deadline for the survey will be December 23rd. We created a new team site to collaborate on the startup allocation spreadsheets. If you have any questions regarding the allocation spreadsheets please reach out to me or Joe and we will direct you to the right person.

1. **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.

1. **Guest Speaker –** Chancellor Guskiewicz

This is a awesome looking zoom screen here and it’s so great to see you all. I appreciate the opportunity to stop by and say hello. Thanks for the invite Kate and others. I wanted to take the time to say thank you for your hard work while we face a lot of uncertainty in this world and on campus. I will be speaking about this at commencement on Sunday about the uncertainty and what that means as we send 700 new graduates out into the real world. I know we wasn’t sure where campus would be at back in July but here we are at the homestretch. I want to thank all of you because that could not have happened if it weren’t for your diligence and hard work.

I have heard from so many students how grateful they are to be able to experience the fall traditions on campus so again your leadership in making that possible has been critical. I know that it was not easy for anyone so I believe that we have a lot to celebrate. The hard work of our administrative teams and especially in the college is the reason for our celebration. We had three Rhodes Scholars that were announced in our rankings. We have maintained our top five public ranking in the world rankings.We received the AAPL US Global Award which is so important for many departments across the College of Arts and Sciences. We brought in another $1.1 billion in research awards which a large part of that came from our colleges in the department that you play an important role in this huge accomplishment. We will still be monitoring the omicron for the spring academic year.

As you all know, Dean Terry Rhodes will be retiring in July, and she has done an incredible job in leading the College in her deanship. We have launched a search for her replacement and we anticipate a very robust applicant pool. I hope you all will have a restful winter break because you certainly have earned it. Again, I would like to thank you for everything and wish all of you a happy holidays.