

Better Workplace Task Force
Proposal Tracking Spreadsheet

| Rec # | Options | Short Title | Responsible Party | Date Due | Status | Budget Needs | | Funding comments | Review Status |
|------------------------------------|---------|---------------------------------------|--------------------------|-----------|--|--------------|-----------|--|--|
| | | | | | | One-Time | Recurring | | |
| Short Term Recommendations | | | | | | | | | |
| 1 | | Establish Ombudsperson's Office | Shelton, Sutzenfield | 2/15/2004 | Approved, job description complete, search committee formed | \$10,000 | \$200,000 | | Positions established; search underway; office equipment ordered |
| 2a | | Access to health screenings | Eifland et al | 2/15/2004 | Proposal done, awaiting budget | \$103,000 | \$142,400 | One time costs spread over three years with \$79K in first year | see 2b |
| 2b | | Reinstate wellness classes | Kramer | 1/31/2004 | Proposal done, partial implementation, awaiting budget | \$62,535 | \$40,960 | | "Wellness" review received. Awaiting formation of committee. |
| 2c | | Healthy lunch alternatives | Eifland | 1/31/2004 | Proposal done, implemented | \$0 | \$0 | | see 2b |
| 3 | | Basic Clerical Skills | Charest, Eifland | 2/15/2004 | Proposal done, awaiting budget | | | | Awaiting monitoring committee response. |
| | 1 | | | | Option 1 | \$0 | \$97,000 | All except \$25K could be done with one-time monies | |
| | 2 | | | | Option 2 | \$0 | \$78,500 | All except \$25K could be done with one-time monies | |
| | 3 | | | | Option 3 | \$0 | \$25,000 | | |
| 4a | | Supervisory data base | Brody | 3/30/2004 | Report submitted, actions underway, completion date of 3/31/04 | \$0 | \$0 | | Completed |
| 4b | 1 | Supervisory training | Kramer, et. Al. | 3/1/2004 | Proposal done, activities underway, awaiting budget | \$140,000 | \$304,000 | Proposal includes menu of possible selections/actions at different costs | Awaiting monitoring committee comments |
| | 2 | | | | Option 2--Mandatory training | \$140,000 | \$991,000 | | |
| 5 | | EITC, Health Choice and NC Flex | Charest, et. Al. | 1/15/2004 | Proposal done. Activities completed. | \$0 | \$0 | | Awaiting monitoring committee response. |
| 6 | | Computer Literacy | Carson | 2/1/2004 | Report done--activities underway | \$0 | \$0 | | Completed. Awaiting "computer" review. |
| 7 | | Computer Loan Program | Griffin | 2/1/2004 | Awaiting proposal, comments received from Jarrell | \$10,000 | \$0 | Asked for \$10K for three years, then \$5K then \$2K | First year funding provided; 10 laptops ordered. Awaiting "computer" review. |
| 8 | | Flexible Scheduling | Shelton, Sutzenfield, et | 3/1/2004 | Proposal done, draft memo, completion by August, 04 | \$0 | \$0 | | Accepted. Activities underway. |
| 9 | | ESL and SSL | Carson, Kramer | 2/1/2004 | Proposal done, activities underway, | \$0 | \$2,950 | Could use one-time funds. | Underway. Awaiting funding decision for additional work. |
| 10 | | Computer availability | Jarrell | 3/1/2004 | Proposal done, need for more communication identified | \$0 | \$0 | | Awaiting "computer" review |
| 11 | | Career Counseling | Charest | 3/1/2004 | Proposal done, | \$26,100 | \$229,000 | | Awaiting response to comments |
| 12a | | Expedite Grievance Process | Charest | 4/1/2004 | Proposal done | | | | Accepted |
| 12b | | Visibility of core personnel policies | Charest | 2/1/2004 | Proposal done, partial implementation, awaiting budget | \$0 | \$42,350 | | Awaiting monitoring committee response. |
| 12c | | Assess campus climate | Griffin, Williford | 4/1/2004 | Proposal done | | | | Accepted |
| 12d | | IRSA report | Charest | 1/1/2004 | Completed | \$0 | \$0 | | Completed |
| 13 | | Summer work fair | Griffin, Sladen, Ervin | 3/1/2004 | Proposal done, activities underway, | \$35 | \$0 | HR to cover proposal cost | Completed |
| 14 | | Awards registry | Charest | 3/1/2004 | To be completed by 5/31/04 | \$0 | \$0 | | Awaiting monitoring committee comments |
| 15 | | Job search info on web | Charest | 3/1/2004 | To be completed by 3/5/04 | \$0 | \$0 | | Awaiting monitoring committee comments |
| 16 | | Workplace safety | Eifland | 2/1/2004 | Proposal done, activities underway, awaiting budget | \$0 | \$54,000 | | Complete |
| Medium Term Recommendations | | | | | | | | | |
| 1 | | Increase financial assistance | Kupec, Charest, Griff | 5/15/2004 | Proposal done | \$0 | \$0 | | Awaiting monitoring committee comments |
| 1 | | Student Govt Award | Tepper | 5/15/2004 | Completed | \$0 | \$0 | | Completed |
| 2 | | Part-time degree program | Allred, Loewenthal | 5/15/2004 | Proposal done | \$0 | \$0 | | Accepted |
| 3 | | Learning and Devt initiative | Charest, et. al. | 5/15/2004 | Proposal done | | \$100 | | Awaiting monitoring committee comments |
| 4 | | Emergency Loan Program | Kupec, Charest, Patt | 5/15/2004 | Proposal done, gift funds identified | \$25,000 | | Gift funds identified | Accepted |
| 5 | | Certificate Programs | Kramer | 5/15/2004 | Proposal done, awaiting budget | | | | Accepted with Comments |
| | 1 | | | | Option 1 | | \$48,000 | | |
| | 2 | | | | Option 2 | | \$69,000 | | |
| 6 | | Van service to community college | Poarch | 5/15/2004 | Proposal done, awaiting budget | | \$72,000 | Could use one-time funds | Accepted with Comments |
| 7 | | Transportation and Parking issues | Poarch | 5/15/2004 | Proposal done | | | | |
| | 1 | | | | Fine-tuning bus routes | \$0 | \$0 | | Accepted |
| | 2 | | | | More increments in sliding fee scale | \$0 | \$0 | | Accepted |
| | 3 | | | | Holding parking fees steady when no salary increase | | \$343,987 | 05-06 (\$412,605, 06-07 (\$498,714), 07-08 (\$632,614) | Accepted |
| | 4 | | | | Free parking for night employees | \$0 | \$0 | | Accepted with Comments |
| | 5 | | | | Increasing bus service at peak times | \$0 | \$0 | | Accepted |

Better Workplace Task Force
Proposal Tracking Spreadsheet

| | | | | | | | | | |
|----------------------------------|---|-----------------------------------|-------------------------|-----------|--|-------------|-----------|---|--|
| | 6 | | | | Insuring bus schedules support flex time | \$0 | \$0 | | Accepted |
| | 7 | | | | Pilot 3-yr agreement with TTA | \$0 | \$0 | Costs to be borne by DPS, UNCH and pass purchase at reduced rates | Accepted |
| 9 | | Emp App Fair | Charest, Lyons, Griffin | 5/15/2004 | Proposal done, activities underway | \$0 | \$0 | No additional funds needed | Accepted |
| 11 | | Emp of Year Award | Kupec, Charest | 5/15/2004 | Massey Award expansion | \$0 | \$0 | | Awaiting monitoring committee comments |
| Long Term Recommendations | | | | | | | | | |
| 1 | | Expand Tuition Waiver | Charest, Fitzgerald | 5/15/2004 | Report to Monitoring Committee | \$0 | \$0 | | Awaiting monitoring committee comments |
| 2 | | Increase child care subsidy | Charest, CCAC | 5/15/2004 | Proposal done, awaiting budget | | | | Awaiting monitoring committee comments |
| | 1 | | | | Option 1 | | \$1,310 | Propose % increase annually | |
| | 2 | | | | Option 2 | | \$3,929 | Propose % increase annually | |
| | 3 | | | | Option 3 | | \$6,549 | Propose % increase annually | |
| 3 | | Paid educational leave | Charest, Fitzgerald | 5/15/2004 | Proposal done, no further action recommended | \$0 | \$0 | | Awaiting monitoring committee comments |
| 4 | | Improved health insurance benefit | Charest, Fitzgerald, V | 5/15/2004 | Report to Monitoring Committee on activities | \$0 | \$0 | | Accepted |
| 5 | | Co-locate comm college program | Kramer | 5/15/2004 | Proposal done, awaiting budget | | \$96,000 | | Awaiting monitoring committee comments |
| 6 | | Expand day care facilities | Charest, CCAC | 5/15/2004 | Proposal done, awaiting budget | \$2,400,000 | \$250,000 | Several options; cost estimates very preliminary | Awaiting monitoring committee comments |
| 7 | | Adverse weather child care | Charest, CCAC | 5/15/2004 | Proposal done, awaiting budget | \$5,000 | \$0 | | Awaiting monitoring committee comments |
| 8 | | Low-cost housing options | Suttenfield | 5/15/2004 | Report on activities submitted | \$0 | \$0 | | Awaiting monitoring committee comments |