

[In these minutes: University Budget Presentation]

**CAPA MEETING**  
Friday, December 17, 2010

**PRESENT**

**Representatives:** Sarah Waldemar (chair), Neil Anderson, Brenda Carriere, Christine DeZelar-Tiedman, Stephanie Dilworth, Frank Douma, Pamela Enrici, Amber Fox, Scott Gilbert, Ann Hagen, Cynthia Hagley, Kirsten Jamsen, Scott Madill, William Patrek, Steven Pearthree, Kristine Piescher, Rand Rasmussen, Caroline Rosen, Cathy Schulz, Laura Seifert, Lori Smith, Danny Sussman, Andrew Swain, Travis Trautman, Roger Wareham, Sheryl Weber-Paxton, Patrice Webster.

**Alternates:** Maria Brown, Stacey Grimes, Stephen Hearn, Michelle Koker, Rebecca Moss, Cynthia Murdoch, Karen Ross.

**Senators:** Tatyana Shamliyan.

**Guests:** Meredith Poppele, Julie Tonneson, Nan Wilhelmson.

**ABSENT/REGRETS**

**Regrets:** Dean Carlson, Benjamin Clasen, Sarah Corrigan, Debra Dykhuis, Amy Renne, Meg Stephenson, Anne Vande Berg.

**Absent:** Shawn Haag, Pamela Wilson.

**1. UNIVERSITY BUDGET PRESENTATION**

Julie Tonneson, Budget Director in the Office of Budget and Finance, joined the meeting to discuss the University's budgeting process and this year's request. She then walked members through a presentation available at:  
[http://capa.umn.edu/materials/101217\\_budget\\_presentation.pdf](http://capa.umn.edu/materials/101217_budget_presentation.pdf)

Q: Are there restrictions from the state on raising tuition?

A: There are no restrictions yet but the University is also constitutionally autonomous.

In closing she noted that it is always possible that the University's budget process could change under the new president.

**2. COMMITTEE REPORTS**

**Benefits and Compensation (B&C)**

Christine DeZelar-Tiedman and Sheryl Weber-Paxton stated that B&C met in December. Susan Rafferty presented results from the PULSE survey and noted that Human Resources is working on formalizing best practices as determined from the survey and developing unit reports. She

also said that last year one of the PEL groups did a project on work-life balance. It can be found on the Human Resources website. The next committee meeting will be in February.

### **Communications**

Travis Trautman said that the next newsletter will be sent on January 10. A meeting is being planned to discuss changes to the website and social networking usage such as Facebook. A new logo is also being designed. Lastly, Mary Jetter is stepping down as co-chair so he will be handling all the chair functions.

### **Professional Development and Recognition (PD&R)**

Ann Hagen said the PD&R committee handouts were distributed with the agenda that included the Outstanding Unit Award with revised criteria and the request to expand the teaching awards to cover P&A employees. The Executive Committee has approved both.

### **Representation and Governance (R&G)**

Neil Anderson said that R&G is still working on finding representatives from the unrepresented units. It has also been discussing whether Senate representation should be by RRC or administrative unit. A change from RRC would mean that there would be three units with under 60 P&A employees, two current representatives without units, and shuffling of other representatives between units. There have also been discussions with Duluth to see how they would like representatives to be arranged. A recommendation will be brought to the Executive Committee. R&G has also been working on a joint project with the Communications Committee to secure P&A feedback on the health care issue from unrepresented units, networking with P&A serving on other Senate committees to bring those issues to CAPA, and working on elections to start in February.

## **3. EXECUTIVE COMMITTEE REPORT**

Chair Waldemar stated that the Executive Committee approved both PD&R documents and that the change to a P&A Senate will go to the Board in February. She has also been asked to be one of the P&A members of a retirement plan working committee, along with Kirsten Jansen, to discuss public comments that the University's retirement plans are excessive and consider options. They will provide updates as appropriate.

## **4. OTHER BUSINESS**

With no further business, Chair Waldemar thanked the members for attending and adjourned the meeting.

Becky Hippert  
University Senate Office