

P&A CONSULTATIVE COMMITTEE MEETING MARCH 26, 2013

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions, or actions reported in these minutes represent the view of, nor are they binding on the Senate, the Administration, or the Board of Regents.]

Present: Ann Hagen (Chair), Marilyn Becker, Stephanie Bettermann, Jodi Carlson Grebinoski, Stacy Doepner-Hove, Cynthia Murdoch, Steven Pearthree, Cathy Schulz, Susanne Vandergon.

Guests: Patti Dion, Liz Eull, President Eric Kaler.

1. DISCUSSION WITH PRESIDENT KALER

President Kaler joined the meeting, noting that he has read the P&A advocacy agenda which forms the basis for this meeting. He feels that P&A employees are well aligned with other positions inside and outside the University except for job security.

Ann Hagen stated that P&A have a good notice period in comparison to civil service and corporate employees. What is different is the expectation that P&A work until the job is done instead of a certain number of hours. One limitation to the P&A classification is the one-year contracts for almost all positions. These contracts make it hard for P&A to think forward and limit their options for advance planning.

President Kaler said that he asked for numbers prior to this meeting. Of the 5633 P&A employees, only 175 were non-renewed last year, which means that 95 percent were retained. He does agree that a non-renewal notice is harder to give to an employee when there is no accompanying reason. He then asked Patti Dion about providing a reason for non-renewal.

Patti Dion responded that it is good form for a supervisor to provide this information but it is not required by the policy. However she believes that most times it is provided.

President Kaler stated that he feels that all employees, if terminated, should be provided with a reason. He will talk more about this issue with Vice President Brown.

Patti Dion asked that if PACC is contacted by any employees for this reason, please refer that employee back to HR.

Ann Hagen then turned to the issue of one-year contracts. If a P&A employee is awarded a three-year grant with funding for three years, she does not understand why the employment contract cannot be set for the term of the grant instead of one-year contracts with two renewals.

Patti Dion noted that there are multi-year and continuous appointment options available, but even employees on grants might have issues due to sequestration this year.

Stephanie Bettermann then addressed the issue of the retirement waiting period that is only in place for P&A employees who are the bottom wage-earners. Most P&A do not understand why this classification is treated differently and why they were split from faculty numerous years ago.

President Kaler asked Patti Dion regarding the cost for eliminating this waiting period.

Patti Dion responded that she did not have an exact amount, but noted that this issue was on a list of items to be reviewed by HR. Unfortunately, there is no one left in Employee Benefits from

when this change was implemented. She does see this as an equity issue. The University will need to determine if the waiting period could be eliminated all at once or would need to be phased in over time.

Jodi Carlson Grebinoski turned to the issue of professional development, noting that there is not one central resource at the University for this issue and most current programs do not utilize current technologies so coordinate campus members are further disadvantaged.

President Kaler stated that the coordinate campuses are being reintegrated with the Twin Cities campus with the departure of Senior Vice President Jones. Many of the vice presidents now have system-wide responsibilities through a dotted line reporting structure with the coordinate campuses. A website should be created under HR that has links to all available training resources that the University is offering.

Q: As expressed by employees, is the job family study meant to address the philosophy behind employment at the University or is this a move towards staff reductions?

A: The University cannot afford to retain inefficiencies, therefore the job family study is meant to provide a high quality workforce and to improve morale through career clarity. It will also address equitable compensation and workload expectations uniformly across the system and allow employees to move through their careers in coherent and mindful ways.

Q: Can the University afford to wait on this study?

A: No as the University does not have enough accurate data to make future changes until this study is complete.

Q: Are departments being asked to demote supervisors who manage few employees?

A: The University is not asking departments to demote supervisors and cut their pay. However, he is not surprised to hear that some units have decided to do their own review and make changes to some uncommon situations. The job family study will allow this organization to function at a higher and more efficient level, while devoting more resources to the delivery of the mission.

President Kaler asked PACC members about the employee response to the enterprise upgrade, legislative request, and issue of too many administrators.

Ann Hagen noted that most employees are excited by the prospect of the job family study actually being completed, however there is a concern that some departments are jumping the gun and make irrational changes.

President Kaler responded that if the changes are not made correctly, then they will be fixed through the job family study.

A member thanked President Kaler for his support of P&A employees and the work that they do.

President Kaler noted that all administrators were unfairly thrown under the bus following the release of the January article and that not all need to be eliminated, but a streamlining of work and positions is necessary for the University to be stronger going forward.

Q: What can P&A employees do to help the University at the legislature?

A: The legislative budget targets were released and the House level was low, so he would ask P&A employees to contact their representatives and advocate for a funding level with which the employee is comfortable.

2. CHAIR'S REPORT

Ann Hagen noted that she has attended the legislative briefing, Senate Consultative Committee (SCC) meetings, January 31 Senate Centennial Conversation, February Regents meetings, the State of the University Address, and University Senate meetings.

The University has analyzed the spans and layers in four units – Information Technology, Purchasing, Budget and Finance, and Human Resources – for the legislature. The remaining units are being analyzed now. From the first group, it appears that the spans and layers are appropriate in most cases. The PULSE study will no longer be done but instead there will be an employee survey on engagement.

The next P&A Senate meeting will include a discussion with Vice President Brown or Patti Dion, an update on the Enterprise System Upgrade Project (ESUP) and Portal Project, and elections. Vice President Wheelock and Provost Hanson have been invited to the May P&A Senate meeting. The April PACC meeting will include a discussion of IT governance and the May meeting will have an update on the teaching award process from this year.

3. SUBCOMMITTEE UPDATES

Benefits and Compensation (B&C)

Stephanie Bettermann said that Mary Luther spoke at the last meeting regarding the job family study. They also discussed surveying P&A on the number of hours that they work but they did not know the purpose for this survey or if P&A would be comfortable providing a response.

Communications

Cathy Schulz noted that they have heard that P&A enjoy the employee spotlights being featured in the newsletters.

Outreach

Stacy Doepner-Hove stated that the Outreach Subcommittee is focusing on recruiting applicants for all PACC leadership positions and is reaching out to the new units formed through restructuring.

Professional Development and Recognition (PD&R)

Jodi Carlson Grebinoski said that the Outstanding Unit Award (OUA) has been determined from the 10 applications that were received. A brown bag will be developed to highlight the best practices from all of this year's applicants.

4. COMMITTEE APPOINTMENTS

- Two names for one seat on the Benefits Advisory Committee
- Two names for the Committee on Committees
- One name for the Conflict Resolution Advisory Committee
- 4-6 names for OCR Hearing Officer Roster
- One name for the OCR Panelist Roster

Karen Ross and Jeremy Hernandez were nominated for the BAC positions. Steve Pearthree and Ann Hagen agreed to fill the two seats on the Committee on Committees. David Fisher was appointed to the Conflict Resolution Advisory Committee. Jessica Kuecker Grotjohn, Kelly

Nye-Lengerman, Ety DeVeaux, and Louis Portnoy were nominated for the Hearing Officers Roster. Jennifer Rosand was appointed to the Panelist Roster.

5. DISCUSSION OF 27 PAY PERIOD PLAN - MIKE VOLNA

This discussion delayed until the next meeting.

6. DISCUSSION OF A RESOLUTION ON A SMOKE-FREE TWIN CITIES CAMPUS

Cynthia Murdoch said that she attended meetings on behalf of PACC for stakeholder groups offered by Boynton. Reservations expressed at the first meeting included safety by having to go off campus to smoke, business relations, student recruiting, and employee equity and value. Boynton was able to provide data and answers to these concerns at the next meeting, but most of the focus was on students. In terms of employee safety, the response from the Police was that they did not think that off-campus smoking was an issue, but this did not alleviate her concerns. Student groups have been approving a shorter statement of the concept but are asking for involvement in the actual implementation.

Members made the following comments:

- Members may personally support the statement but still have issues with the actual implementation plan
- Duluth is already smoke-free and holds annual events to encourage more people to quit but smokers tend to go towards the outskirts of campus or their vehicles
- If enacted this will involve a culture change as the Police will not enforce the ban
- Many health care patients smoke outside the buildings now. If there is a ban, many may choose to go somewhere else for treatment.
- Notification will be a huge issue
- Cessation programs need to be heavily marketed to all groups on campus

It was decided that the short statement for a tobacco-free campus would be sent to the P&A Senate for action in May.

7. APPROVAL OF THE APRIL 5 P&A SENATE AGENDA

The agenda was approved as amended.

8. OTHER BUSINESS

With no further business, Ann Hagen thanked the members for attending and adjourned the meeting.

Becky Hippert
University Senate