

P&A CONSULTATIVE COMMITTEE MEETING SEPTEMBER 18, 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: Cynthia Murdoch (Chair), Jodi Carlson Grebinoski, Katherine Cramer, Stacy Doeppner-Hove, Ann Hagen, William Hellriegel, Scott Marsalis, Matt Sumera, Christine Peper, Susanne Vandergon.

1. CHAIR'S REPORT

Cynthia Murdoch stated that she has not received any updates from Liz Eull on the strategic planning process after the July PACC meeting. On July 26 Cynthia Murdoch had lunch with Professor Will Durfee, Chair of the Faculty Consultative Committee (FCC), to discuss common issues for the two groups. He has also started monthly meetings of the chairs and vice chairs of the three employee consultative committees. The first meeting was on August 15. Work plans were discussed so that all groups know of overlapping issues and can find ways to support the other employee groups.

She noted that the Center for Teaching and Learning offered the first P&A instructor orientation in August. Ann Hagen was able to speak to the 20 people who attended about the P&A Senate and the annual teaching awards.

The Regents met last week. At the Faculty and Staff Affairs Committee meeting, the annual compensation plan and engagement survey was discussed. At Friday's meeting, President Kaler announced his plan to cut \$90 million in administrative expenses over six years. As she was not able to attend this meeting, she did not know about this news until she was contacted by the Pioneer Press to make a comment.

Upcoming meetings include the Business and Rules Subcommittee tomorrow, a meeting regarding Committee on Committees business on Friday, the fall committee chairs' meeting next Tuesday, the consultative committee leaders meeting later next week, and the P&A Senate on October 4.

Stacy Doeppner-Hove, Chair of the Committee on Committees (ConC), asked to address the meeting regarding ConC business this Friday. The ConC has a five-year plan to review all Senate committees and a set of committees were scheduled for this year. However, there were discussions this summer about moving the PACC and Civil Service Consultative Committee (CSCC) reviews to this year to provide input on groups that recently transitioned to Senates instead of waiting until the 5th year of the cycle. ConC discussed this plan and felt that then all five consultative committees should be reviewed this year, with civil service and students participating in the process. Friday's meeting is to discuss this plan with the chairs of the five consultative committees to see if there are any problems.

2. SUBCOMMITTEE UPDATES

Benefits and Compensation (B&C)

Susanne Vandergon said that B&C met with Karen Chapin regarding 2014 benefit changes to medical and life insurance. The work plan will be approved at the next meeting.

Communications

Matt Sumera noted that a first meeting has not yet been set.

Outreach

Stacy Doeppner-Hove stated that the Outreach Subcommittee will meet on October 10.

Professional Development and Recognition (PD&R)

Christine Peper said that a work plan has been distributed to members for review. The group will have its next meeting in October to set final plans for the first brown bag which will focus on an overview of digital tools.

3. REVIEW OF THE AUGUST RETREAT

Members made the following comments regarding the retreat:

- It was effective for B&C to set a meeting schedule in advance so new members knew if they would be able to attend; suggested that all subcommittees set meeting dates in advance
- Lunch conversations were engaging
- Co-chairs met in advance to develop draft work plan and topics for lunch conversation
- PD&R collected many brown bag topics
- Speakers were good and covered relevant topics
- Room with round tables would be better
- Introductions can be less useful in a big group
- Introductions should be repeated in subcommittee meetings
- Create 'look book' of all senators and alternates
- More napkins

4. REVIEW OF SUBCOMMITTEE WORK PLANS

Members presented the draft work plans for each of the subcommittees. The following comments were made:

- Benefits and Compensation
 - Work plan items will be decided based on majority vote
 - Items that have already been decided will be removed
 - Standard P&A reviews and merit pay for P&A should be reviewed in light of changes taking place for civil service
 - Clear, published guidelines for merit pay are needed
- Communications
 - If governance leaders might be contacted by media to provide feedback on initiatives, they should be provided with any talking points that are developed for senior leaders
 - 'Keeping public record of P&A Senate' should not include the minutes, which are a duty of the chair; this item will be removed
- Professional Development and Recognition
 - Pair with Center for Teaching and Learning on new P&A Orientation in August and possible follow-up activities

5. DISCUSSION OF SPEAKERS/TOPICS FOR PACC AND P&A SENATE

Members discussed the spreadsheet for future meeting topics and speakers. The October PACC meeting will include a discuss of the Committee on Committees review. Vice President Brown will also be asked to attend. Members discussed having Provost Hanson attend the January 22 meeting to speak about the strategic planning process as there is no P&A on the work group to provide these reports. A future speaker would be the College of Liberal Arts (CLA) Dean speaking about the STEM versus liberal arts debate.

6. DISCUSSION OF PACC RESPONSE TO STRATEGIC PLANNING SUBCOMMITTEE APPOINTMENTS

Cynthia Murdoch said that after the work group members were announced, she emailed Liz Eull regarding the lack of P&A representation. She is scheduled to speak with her next Monday, after which she will provide an update to PACC. Members were in favor of sending an email to the President and Provost regarding the lack of staff representation and the message that staff input is not valued in this process.

7. DISCUSSION OF MERIT PAY/LUMP SUM PAY PLAN FOR EMPLOYEES AT THE PAY RANGE CEILING IN JOB FAMILY LEVEL

Cynthia Murdoch said that, using the IT job family as an example, any current employees who were reclassified into a position and are now out of that salary range have three years to have the range move up, have their pay cut, or switch positions. During these three years, these people will not receive merit increases. Also, employees will not receive merit increases if it takes them out of the range for their position. It is possible that OHR will offer a lump sum payment in these cases, but the taxes will be much higher and the payment does not count towards the base salary or retirement. She is worried that some people will not be able to move up as there are currently no jobs classified as level 5 for IT, but there are employees who are currently at level 4.

Members noted that a discussion should be held with OHR regarding how ranges are adjusted and how often this happens. This would also be an issue for bargaining unit and civil service employees. It was noted that the University cannot pay one person more than a job is worth. This happens in private industry and usually results in someone finding a job with a higher salary at another company.

8. DISCUSSION OF ANNOUNCEMENT TO CUT \$90 MILLION IN ADMINISTRATIVE COSTS

Members made the following comments:

- A \$15 million cut was promised to the legislature last year
- Are research and teaching P&A excluded from these cuts or are cuts to all P&A possible?
- Central administration has been modeling cuts over several years based on the yearly compact process
- Reduction will be targeted at central administrative units
- Plan is ambitious but doable
- No mass layoffs are planned

Members suggested that Vice President Pfutzenreuter be invited to a PACC meeting to discuss details of this plan.

9. APPROVAL OF SENATE AGENDA

The agenda was approved as amended.

10. OTHER BUSINESS

With no further business, Cynthia Murdoch thanked the members for attending and adjourned the meeting.

Becky Hippert
University Senate