

## **2014-15 UNIVERSITY OF MINNESOTA**

**MARCH 6, 2015**

### **P&A SENATE MINUTES: No. 5**

The fifth meeting of the P&A Senate for 2014-15 was convened in 5-125 Moos Tower on Friday, March 6, 2015, at 9:38 a.m. System campuses were linked by ITV. Checking or signing the roll as present were 35 P&A members and 9 alternates. Chair Katherine Dowd presided.

#### **1. P&A CONSULTATIVE COMMITTEE REPORT**

Katherine Dowd, Chair of the P&A Consultative Committee (PACC) and Senate, reported that she attended the Regents committee meetings on February 13. The Faculty and Student Affairs Committee discussed Crookston staff using Regents Scholarship at the University of North Dakota on a limited basis. Other speakers and topics included: Dean Coleman and the CLA roadmap, Brandon Sullivan and employee engagement, and Lincoln Kallsen and workforce metrics.

#### **2. P&A SENATE SUBCOMMITTEE REPORTS**

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

Marilyn McClaskey said that the Benefits and Compensation Subcommittee received more information on the Regents Scholarship, notably that usage has decreased. They are also looking at vacation accrual rates and maximums at peer institutions, and vacation for 9 and 10 month contract employees.

##### **Communications Subcommittee**

Sandra Ecklein reported that the Communications Subcommittee is working on a survey.

##### **Outreach Subcommittee**

Kevin Haroian reported that the Outreach Subcommittee has been working on elections.

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

Etty DeVeaux said that the next brown bag is on March 24 at the Duluth campus. The Outstanding Unit Award is open and she encouraged senators and alternates to nominate their unit. The forum has been set for Wednesday, May 6 from 12:00-2:00 pm in 402 Walter Library. Information will be sent to all P&A.

#### **3. UPDATE ON THE UPGRADE** **Patty Franklin, Office of Human Resources**

Patty Franklin from OHR joined the meeting to provide an update on the Human Resources portion of the Enterprise Upgrade. She noted that April 10 is the planned cutover date. In advance of that date, some systems will be view-only or might not be available until the upgrade is complete, which should be about two weeks.

She reminded the P&A Senate that the current PeopleSoft system for human resources is 15 years old and is no longer supported by the vendor. Therefore an upgrade is needed. In addition to the HR portion, a new portal is being developed which will be the interface that employees use to access the system. The main portal page will include a few HR-related tabs - 'My Pay' and 'My Benefits'. Anyone who has a role as a manager will see a tab which provides access to hiring and approving time sheets and absence requests.

Patty Franklin said that there are two big HR changes in the new system. One is the elimination of paper time sheets and absence requests, which will be done electronically in the new system. The second big change will be to the employment site which is also being redesigned. In addition to the system changes, HR has been placing increased emphasis on data integrity and quality as records are prepped for the Upgrade. If the data is clean before entry, better results and more accurate reports will be available after the Upgrade.

Q: Why is there such emphasis on cleaning the data before the Upgrade?

A: There will be more opportunities to use data across systems, so focus is being placed on making sure that it is correct before it starts to be used.

Q: The Upgrade was delayed once before. Could this happen again?

A: It is unlikely that there will be another delay as more preparations have been made to make sure that the Upgrade is completed smoothly and in the time allotted.

In closing she said that more information can be found at [upgrade.umn.edu](http://upgrade.umn.edu).

#### **4. BENEFITS ADVISORY COMMITTEE UPDATE** **Tina Falkner, Chair, Benefits Advisory Committee**

Tina Falkner, Chair of the Benefits Advisory Committee (BAC), reminder senators and alternates that this is the committee which reviews medical, dental, wellness, and pharmacy plans and makes recommendations to the administration. BAC has representatives from each of the employee groups, including bargaining units and retirees.

She then reviewed the following information:

- From 2014, 32% of users participated in the Wellness Program, and this number is increasing
- There was more movement in the medical plans this last year as Medica Insights was eliminated and the employee and spouse tier was combined with the employee, spouse, and children tier
- Medica Elect-Essential had an 18% increase in participation but there was also a large movement of employees into the Medica ACO plan

Programs reviews will be starting for medical, dental, and wellness, which includes employees comments. When this email arrives, she suggested that anyone with a question or concern complete a form for each different plan option in which they participate. These results are compiled by BAC members and then shared with the plans during their spring reviews.

Q: Will the University continue to provide relief for lower income employees for medical costs?

A: Yes, this program will continue in 2015 and 2016. Participation is based on 2014 household income.

## **5. DISCUSSION OF ANNUAL OFFICER ELECTIONS**

Kevin Haroian, Chair of the Outreach Subcommittee, spoke to senators and alternates about the annual elections that will be held at the next meeting. The open positions are for the 2016-17 officers – vice chair and four subcommittee chairs. There are also open seats in the University Senate that need to be filled. Current senators and alternates are eligible to run for any of these positions. If interested, he urged members to talk with the people currently in these positions and complete the form, which will be emailed to everyone.

## **6. P&A SENATE OLD BUSINESS**

**NONE**

## **7. P&A SENATE NEW BUSINESS**

**NONE**

## **8. P&A SENATE ADJOURNMENT**

The meeting was adjourned at 10:49 am.

**Rebecca Hippert**  
**Abstractor**