

# 2018-2019 UNIVERSITY OF MINNESOTA

April 5, 2019  
9:30 - 11:30 A.M.

## P&A SENATE MINUTES: No. 4

The fourth meeting of the P&A Senate for 2018-19 was convened in Mayo 3-100 on Friday, April 5, 2019, at 9:30 a.m. Twenty-six senators and four alternates signed the roll as present. System campuses were linked via videoconference. Chair Ian Ringgenberg presided.

### 1. P&A Consultative Committee Report

Chair Ian Ringgenberg called the meeting to order and reported the following:

- Ken Horstman, senior director, Total Compensation, Office Of Human Resources (OHR), gave an update to the P&A Consultative Committee (PACC) regarding the University's move toward a single vendor for its University Faculty Retirement Program. Horstman presented an updated timeline for implementation with intended rollout date of April 1, 2020, rather than October 1, 2019. He was able to confirm that Securian will be the investment manager and Fidelity will hold transactional administrative duties of the retirement program for the University. Fidelity will have a full time representative, employed by the University and on campus, during the transition period.

Horstman said that by early May, he would be able to present the following information:

- Funds line up
  - Implementation timeline
  - High level communication plans
- Meetings between P&A Senate leadership and Brianne Keeney, deputy chief of staff for policy and initiatives and governance liaison, Office of the President, have continued through the semester, offering the opportunity for closer consultation with administrative leadership. Ringgenberg thanked Noelle Noonan, P&A Senate chair-elect, for her efforts in facilitating these meetings.
  - Ringgenberg consulted with President-Designate Joan Gabel regarding upcoming searches for executive vice president and provost as well as vice president of human resources. Gabel said she hopes to have the provost position filled by January of 2020. He also noted that P&A Senator Erin Heath will serve on the search committee for the vice president of human resources.
  - Ringgenberg along with Corrine Komor, co-chair Benefits and Compensation Subcommittee (B&C), along with leadership from the Joint Compensation Committee (JCC) met with administrative leadership from OHR, and while some progress was made toward informing OHR of the concerns of P&A staff regarding the non-renewal policy, Ringgenberg said he sensed that little will happen until the new administration is in place. P&A leadership advocated strongly for more consistent tracking of employees who are non-renewed in order to have more viable statistics when working with the new administration.

## **2. Subcommittee Reports**

### ***Benefits and Compensation***

Corinne Komor, subcommittee co-chair, reported the following:

- B&C met with Mary Rohman-Kuhl, compensation and classification director, Total Compensation, OHR, to discuss a number of issues, including:
  - raise pools, cost of living and merit increases
  - the culture of decentralization at the University, and the wide disparity as to how compensation is handled from department to department
  - University of Minnesota Extension staff, and how many of them, since they are not located on a particular campus, are not able to take advantage of University offered benefits
  - the lack of a consistent policy regarding University closings due to extreme weather, and the expectations for P&A staff with regard to traveling in adverse weather, telecommuting, etc.

- ***Communications***

Ann Hagen and Mia Boos, subcommittee co-chairs, reported the following:

- Communications Subcommittee has created a form which senators can use to record questions from constituents, allowing PACC to then follow up as needed.
- The strategic communications plan is nearing completion and will be implemented beginning in the fall of 2019.

### ***Outreach***

Erin Heath, subcommittee co-chair, reported the following:

- The P&A Senate Bylaws review is nearing completion and Heath thanked Erin Lauderman and Kevin Wendt for their leadership on the project.
- The subcommittee hopes to implement a mentorship program for new P&A senators in the fall of 2019.

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

Fran Fabrizio and Julie Rashid, subcommittee co-chairs, reported the following:

- The final Brown Bag event of the academic year was well attended with 43 people in person and 143 online. Rashid invited senators to recommend speakers for the 2019-20 Brown Bag events.
- The nomination period for the P&A Senate Outstanding Unit Award has been extended through April 12, 2019.
- Closed captioning for the Brown Bag events is almost completed, and Fabrizio thanks all who donated their time to work on the project.

## **3. Civil Service Senate Report**

Jean Otto, chair-elect, Civil Service Consultative Committee (CSCC), reported the following:

- A working group has been formed to work on changes to the Civil Service Senate's Constitution, Bylaws, and Rules.

- CS leadership will be meeting with Brian Steeves, executive director and corporate secretary, Office of the Board of Regents, to discuss developing a stronger relationship between the two parties.
- The Civil Service Senate approved recommendations for the University's floating holidays for 2022-23.
- The Job Family Study Working Group met with OHR administration and continued work on the Job Family Study Pain Points document. The working group is hoping to have a resolution by June 30, 2019.
- Terry Beseman will be the new CSCC/CS Senate chair-elect for academic year 2019-20.

#### **4. Student Senate Report**

Ringgenberg introduced Aleksander Holleran, vice chair, Student Senate and Student Senate Consultative Committee (SSCC), who gave the following updates:

- The Student Senate endorsed a resolution on [Professional Development on Best Practices for Disability Accommodations and Supporting Students with Disabilities](#), the intention of which is to assist the work done by the disability resource centers on all system campuses.

#### **5. University of Minnesota Recreation and Wellness Center Discussion**

Representatives from each of the system campuses gave a short description of the recreation and wellness facilities and benefits available to University employees. Presenters were:

Kamille Meyer, Crookston; Kris Barry, Rochester; Julie Faulkner, Twin Cities; Marti Fasteland, Duluth, and Sarah Mattson, Angie Berlinger, and Monique Richardson, Morris. Senators from each system campus then had a question and answer session with their respective recreation and wellness representative. After the small group discussions, the full senate reconvened to share questions and concerns. Recommendations for the wellness and recreation centers included:

- Create a few days per semester for staff to try out facilities at no cost.
- Consider letting the staff use facilities at no cost when student population on campus is low, for example, between semesters or during spring break.
- Consider providing facilities on the West Bank of the Twin Cities campus.
- Increase the opportunities for wellness program points by incorporating fitness classes from outside the University facilities.
- Cost restructuring, as the current price points are high for early- to mid-career employees.

#### **6. P&A Senate Bylaws Revisions**

Ringgenberg shared that the bylaws currently in use by the P&A Senate were originally created by the senate's predecessor, the Council of Academic Professionals and Administrators (CAPA) in 2012. The revision process was begun by PACC in the summer of 2018 with the intention of better aligning practice with founding documents. Reviews of the changes were undertaken by the University Senate Office and Kevin Wendt from the Outreach Subcommittee, among others. Ringgenberg explained that the most significant change being suggested is a reallocation of the number of senators per unit, to better represent the number of employees in that unit.

- Each unit would now be allotted one senator for every 100 employees.
- Each unit would now be allotted only one alternate.

- No senator or alternate currently serving would lose a seat because of the recommended reallocation; they would be allowed to serve out their terms.
- No units would lose voting representation.
- If approved, new bylaws would be effective immediately.

After a short question and answer period, a motion to approve the bylaw changes was made and seconded, and the motion was adopted.

## **7. P&A Senate Elections**

Ringgenberg then moved on to P&A Senate elections. Those positions being elected at the meeting were P&A Senate chair-elect, chairs (or co-chairs) of PACC subcommittees, and P&A Senators to serve on the University Senate. The results of voting are as follows:

- P&A Senate and PACC chair-elect - Erin Heath
- Benefits and Compensation Subcommittee - Emily Becher and Scott Creer
- Communications Subcommittee - Tracey Hammell and Caleb Hicks
- Outreach Subcommittee - Ben Anderson and Erin Lauderman
- Professional Development and Recognition - Fran Fabrizio and Lindsey Konerza
- University Senators - Linnea Anderson, Scott Creer, Marti Fasteland, Jen Guyer-Wood, Maureen Long, Mary MacCarthy, Kate McCready, Kate Snowdon, Kevin Wendt, Matt Zaske

Hearing no additional business, Ringgenberg adjourned the meeting.

Geanette Poole  
University Senate Office