PRESENT: Mary Lay Schuster, chair, Hawona Sullivan Janzen, Audrey Boyle, Don Cavalier, B. David Galt, Avelino Mills Novoa, Julie Sweitzer, Claire Walter-Marchetti, Benjamin Clarke, Jennifer Gunn, Joanna O’Connell, Naomi Scheman, Jared Warren

REGrets: Patricia Jones-Whyte, Carrie Koplin

ABSENT: Margaret Moss, Jeffrey Roberts, Roxanne Beauclair, Jillian Hoover, Tracy Mills, Shay Strachan

GUEST: Work/Life Effectiveness Coordinator Norma Juarbe Franceschini

I). Professor Schuster called the meeting to order and asked those present to introduce themselves.

II). Professor Schuster introduced Work/Life Coordinator Norma Juarbe Franceschini and asked her to share her vision for her position. Ms. Juarbe Franceschini began by providing members with information on her educational background and previous employment.

Ms. Juarbe Franceschini stated that she believes strongly that work/life programs should be inextricably linked to labor policy development. A successful work/life program cannot be a generic, ‘one size fits all’ program. Instead, it needs to reflect the diversity of the people it is intended to serve. This philosophy will guide Ms. Juarbe Franceschini in her work.

Since Ms. Juarbe Franceschini has only been in her position for three months, it is a little premature for her to share a detailed action plan. Ms. Juarbe Franceschini complimented her predecessor, Anita Rios, in designing the University’s current work/life program, which she intends to build on. Ms. Juarbe Franceschini believes that before she can build on this foundation, she needs to meet her constituent base, learn more about the University culture and understand the governance/consultation process. While Ms. Juarbe Franceschini has experience with work/life programs in both corporate and non-profit settings, she realizes that an academic setting is unique.
Data is currently being collected to determine what mechanisms need to be established in order to move the University towards, among other things, a more flexible work environment. Ms. Juarbe Franceschini stated it will take time to collect all the relevant information needed to make informed decisions with respect to the University’s work/life program.

Next, Ms. Juarbe Franceschini shared information regarding childcare and lactation centers at the University. She noted that currently the University has a contract with CareQuest (https://www.carequest.com/), childcare and eldercare resource and referral service, which is free to University employees. A decision has been made to do a comparative analysis to determine what similar vendors are able to offer and at what cost. The University may decide to renew its contract with CareQuest or it may choose to contract with another provider. Ultimately the goal is to reduce costs and improve services.

Director of the Office for University Women (OUW) Claire Walter Marchetti stated that OUW in conjunction with Human Resources is funding a back-up childcare service for employees whose current childcare providers have an emergency and cannot care for an employees’ child/ren. The University has contracted with a large provider for a limited number of spaces in order to offer this service. Also, she noted that the issue of the long, extensive waiting listing at the University of Minnesota must be addressed.

Ms. Juarbe Franceschini noted that besides addressing the University’s inadequate childcare services, there is also an effort underway to examine the insufficient number of lactation rooms at the University. The State of Minnesota has a statute, which requires employers to provide women with a place to express milk. While the University does have some lactation rooms, they are not always accessible or their use may be at a high cost to the employee in terms of unpaid time away from work. As food for thought, it was noted that many other institutions have policies in place that state all new construction will include lactation rooms.

Mr. Juarbe Franceschini distributed a handout outlining the general services offered through the Work/Life Effectiveness Program as well as services specifically geared to supervisors/managers and academic administrators and faculty. In closing, she encouraged members to contact her if they have any questions, ideas or would like to learn more about other initiatives being undertaken by her office.

Questions/comments for Ms. Juarbe Franceschini:

- In addition to offering private and confidential consultation services, does the Work/Life Office provide conflict resolution services? No, the Grievance Office handles conflict resolution issues. Or, if there are potential discrimination issues are involved, the Office of Equal Opportunity and Affirmative Action should be contacted.
- Is the Work/Life Office looking into going beyond the legal requirements stipulated in state statutes e.g. including in-laws under the Family Medical Leave Act? Yes, family policies are being examined to address this and other similar
issues. The Work/Life Office intends to make the University be a very family-friendly employer. Benchmarking information from other institutions is being used to facilitate this process at the University.

- Claire Walter Marchetti reported that she has crafted a rough draft concept paper to expand the University’s definition of family leave. At issue to expand the current policy is funding. Ms. Walter Marchetti, with input from other interested parties, will work over the summer to flesh-out the paper. The Senate Committee on Faculty Affairs (SCFA) has expressed an interest in having the paper presented to them. This proposal, if adopted, would require an investment from both the employer and employee.

- A request was made for Ms. Juarbe Franceschini to share benchmarking information collected from other institutions on bringing an employee’s child/ren to the office.

Professor Schuster thanked Ms. Juarbe Franceschini for her presentation.

III). Director of the Office of Equal Opportunity and Affirmative Action (EOAA) Julie Sweitzer reported that her office is co-sponsoring an exhibit today and tomorrow on the third floor of Coffman Memorial Union entitled Coexistence. This is an internationally acclaimed exhibit of over thirty images meant to convey the benevolent ideas of equality, fellowship and getting along with one another. Tomorrow, Tuesday, April 26th at noon Stephen Feinstein, director of the Center for Holocaust and Genocide Studies will talk about oppression and genocide.

IV). Ms. Sweitzer reported that Robert Jones, sr. vice president for system administration, is supportive of conducting another study of faculty salaries based on gender and race. The last time this type of study was conducted was six or seven years ago. The purpose for doing this study is to look for institutional and/or systemic problems.

While it would be beneficial to conduct a similar study for P&A employees, there exists no practical way to compare P&A positions at this time. On the other hand, more structure is built into the Civil Service and Bargaining Unit systems, and, as a result, fewer systemic issues exist, but there remains plenty of individual issues.

The last faculty study compared years and rank within departments. For the next study, the goal is to also learn more about retention issues and salary increases. With the implementation of PeopleSoft, information should be more easily accessible than in the past.

Following her report, Ms. Sweitzer solicited questions and/or ideas from members.

Comments/questions from members included:

- EAD should be involved in the discussions on how this study should be conducted. In addition to market forces between disciplines there are individual market forces. The University’s goal to be one of the top three research
universities in the world will exacerbate the attention to market forces and individual retention cases. With this said, it would be interesting see how other institutions handle salary discrepancies amongst faculty. Some disciplines are more exposed to market forces. In addition, retention offers often masks hidden forms of discrimination in terms of who is likely to receive an increase. Ms. Sweitzer agreed that retention offers as they relate to gender need to be examined as well as other factors.

• Interim Associate Vice President for Multicultural and Academic Affairs Avelino Mills-Novoa encouraged Ms. Sweitzer to not abandon the idea of conducting a salary study for P&A employees.

• In terms of problems with market justification, there are a few departments in different colleges that are comparable e.g. Communication Studies in CLA, English in CLA and Rhetoric in COAFES. All faculty members in these departments should have somewhat comparable market value. Is it possible to check to see if faculty in these disciplines have comparable salaries? Ms. Sweitzer agreed that this is something that should definitely be examined.

• What kind of salary structure should characterize the University as it strives to become one of the top three public research universities in the world? Ms. Sweitzer acknowledged the importance of this philosophical policy question, which the administration has rendered an opinion on, albeit different from her own opinion.

• A suggestion was made to study gender and race by looking at the faculty as an aggregate. In 2001, on the Twin Cities campus alone, women comprised 27% of faculty and in 2005 they comprised 28% of faculty. Recognizing that these are aggregate numbers, undoubtedly some departments have hired more women than others.

• Study how leaves and length of leaves impact faculty salaries in the long run. Ms. Sweitzer stated that this is a good suggestion, but noted that, unfortunately, the appropriate codes have not always been entered properly into PeopleSoft, which will distort the results.

Ms. Sweitzer encouraged members to contact her with other ideas for this study and/or ways to measure different factors.

V). In light of the fact that Professor Scheman will be chairing the committee next year, Professor Schuster called on her to lead the brainstorming discussion to collect agenda items for the 2005 – 2006 academic year. Committee member suggestions included:

• Examine different aspects of the strategic positioning process. Once task force appointments have been finalized, brainstorm what the committee would like to monitor and how it can provide input into the process. Sample questions that the committee may want to ask:
  o What vision of excellence is driving the strategic positioning process?
  o How are issues of diversity and accessibility being addressed as part of the strategic planning process?

• Look into salary and tenure issues faced by P&A with teaching positions.
• Investigate campus climate issues as it relates to the Student Code of Conduct. Other institutions have student conduct codes, which make the difference between free speech and conduct much more clear.
• Cultivate student participation on EAD and ask students what they would like to see on the agenda.
• Discuss the connection/distinction between the Social Concerns Committee and EAD.

In light of a potentially heavy workload for the committee in 2005 – 2006, Professor Scheman asked members if they would consider meeting twice a month rather once a month. Members agreed that as long as the agenda and the workload warranted two meetings a month, they would be agreeable to meeting more often.

VI). Professor Schuster thanked members for their participation on the committee while she was chair. Hearing no further business, Professor Schuster adjourned the meeting.

Renee Dempsey
University Senate