

Civil Service Consultative Committee (CSCC)
November 14, 2019
Minutes of the Meeting

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 views of, nor are they binding on the senate, the administration, or the Board of Regents.

[In these minutes: Meal Plan/ Campus Dining; OHR Update; PACC Report; Chairs Report and Bereavement Leave proposed Employment Rules Amendment; Subcommittee Reports]

PRESENT: Jean Otto (chair), Terry Beseman, Joey Best, Colleen Dennie, Elise Diesslin, Patti Dion, Missy Juliette, Kevin Kelley, Ray Muno, Becky Nelson, Nan Thurston, Marc Tye, Mary Zosel

REGRETS: Wendy Elvendahl, Brenda Reeves

OTHER: Erin Heath, Cosmin Tarau

GUESTS: Levi O'Tool, Campus Life Committee Director, MSA

Jean Otto welcomed the committee and the members introduced themselves.

1. Meal Plan/ Campus Dining

Otto introduced Levi O'Tool, Campus Life Committee Director, MSA, explaining that the Minnesota Student Association (MSA) attended the November Senate Consultative Committee (SCC) meeting to present a resolution requesting that a student be appointed to the UMTC Future Campus Dining Task Force Executive Committee. Otto told members that she serves on the SCC, and invited MSA to the CSCC meeting to present the resolution.

O'Tool presented slides titled [*Let's Talk About Campus Dining*](#), which included an overview of the current campus dining operations, survey results submitted by students regarding campus dining, the locations serviced by Aramark campus dining, student concerns with Aramark's business practices, a timeline of MSA advocacy work related to campus dining, and a proposed path forward for campus dining operations. O'Tool told members that students have expressed consistent dissatisfaction with residential and retail dining, and as a result, MSA is advocating for a return to self-operated dining services, which the University had in place prior to 1998.

The UMTC Future Campus Dining Task Force has been assembled to assess campus dining operations and build a request for proposal (RFP) for a new dining contract. O'Tool told members that MSA currently has representation on the Student Advisory Committee, however, the association has drafted a resolution requesting that a student be appointed to the executive committee. The executive committee, he said, will make a final recommendation to President Gabel for future campus dining operations.

Ray Muno commented that Aramark likely owns a lot of the food service equipment and opined that there would be a large up-front expense to take dining operations in-house. O'Tool explained that the University owns a lot of the capital investment because the Twin Cities campus had in-house dining services prior to 1998. That said, O'Tool agreed that making a change would require investment, even though some of the equipment is already owned.

O'Tool also told members that MSA has benchmarked with other large institutions and found that many of the Big Ten peers are self-operated.

Members expressed concern with potential increased food costs associated with a change in campus dining operations, and suggested that perhaps the institution could make changes to a selection of campus dining locations to evaluate the effects of a large scale change before making significant changes.

Members also discussed the composition of the executive committee, noting that the current membership appears to be individuals that will likely make a recommendation based on budget. Members agreed that if students have to pay for campus dining, then they should be happy with it.

Beseman requested that the minutes reflect that CSCC endorsed appointing a student on the executive committee.

2. Office of Human Resources (OHR) Update

Patti Dion provided the following updates:

- OHR Employee Benefits has confirmed that the years of service that an employee has worked in a civil service position, assuming there is no break in service, will be counted towards a notice of non-renewal if an employee transfers to a P&A position. Beseman requested that this benefit be put in writing for staff. Dion confirmed that she will provide the language in writing. CSCC members also asked Dion to confirm whether there is any need for a change in OHR policy as a result of the clarification.
- The following bargaining unit contracts are currently in negotiations: Service, Maintenance, and Labor (Teamsters); Health Care (AFSCME); Clerical (AFSCME); and, Technical (AFSCME).

Beseman raised an issue to Dion regarding exceptions for degree requirements. He explained that employees do not know that exceptions to the degree requirements listed in job descriptions can be made with approval from the Vice President for Human Resources. Dion explained that there will likely not be broad communication distributed regarding the exceptions, but told members that HR leads from collegiate and administrative units will be meeting to talk about what options are available to allow consideration for applicants that do not have degrees for P&A positions. Committee members discussed ways that this exception could be communicated internally, including a suggestion that a check box be added to job descriptions allowing supervisors to indicate whether they are comfortable hiring an applicant that does not hold a degree.

3. PACC Report

Erin Heath, chair-elect, PACC, told members that the PACC will be discussing the following topics at their next meeting: the [Regents Scholarship Program](#), vacation banking, and the administrative policy, [Parental Leave for Employees](#). Heath also reported that PACC leadership will be traveling to the Morris campus to hold a P&A Senate meeting, and Regent Thomas Anderson will be attending the meeting as well.

4. Chairs Report

Otto provided the following updates:

- CSCC leadership traveled to Morris and Crookston October 30-31, 2019, to meet with campus leadership and constituents. Common concerns from other system campus employees included compensation, performance appraisals, and reclassification issues when civil service employees are moved into P&A positions. Otto also reported that there are civil service employees working on other system campuses that report to a Twin Cities department, and those employees are interested in serving as system campus Civil Service Senators. Otto presented [new draft language](#) for the University Senate Bylaws that reflects this change. Committee members discussed the language.
- The November 7 University Senate meeting included significant discussion about the liberal education requirements.
- A special Civil Service Senate meeting will be scheduled in December to hold votes on a proposed amendment to the Civil Service Rules to include bereavement leave policy language, and a proposed amendment to the University Senate Bylaws to include language allowing civil service employees working on other system campuses to run for election, even when they report to a Twin Cities department.

5. Subcommittee Reports

Ray Muno, co-chair, Civil Service Compensation and Benefits Subcommittee, reported that the subcommittee has been discussing pharmacy benefits and recently met with Karen Chapin, manager, Total Compensation, to discuss how employees navigate issues related to prescription benefits. Muno told members that the subcommittee recommended to Chapin that OHR publish an FAQ on their website that addresses prescription drug benefits for employees. Otto recommended to Muno that the subcommittee work with the P&A Compensation and Benefits Subcommittee to gather a list of questions for both groups.

Cosmin Tarau, co-chair, Civil Service Employment Rules, reported that public hearings were held on November 4, 2019, to hear constituent feedback on the [amendment for use of sick leave for unscheduled child care needs](#). He explained that feedback was gathered at the hearings, and the subcommittee finalized the language, incorporating some of the feedback received. Tarau presented the final language and CSCC members voted in favor of the proposed amendment, with no opposition.

Otto then presented draft bereavement leave language, explaining that the language will be added to the Civil Service Employment Rules after consultation and approval from the Board of Regents. Members discussed small adjustments to the language and endorsed the draft proposal, requesting that it be sent to the Civil Service Senate for vote. Otto explained that a special Civil Service Senate meeting will be scheduled in December to vote on the proposed amendment.

Missy Juliette, co-chair, Joint Compensation Committee (JCC), presented the Joint Compensation Commission Report to members and requested feedback. She explained that she would like to have the Civil Service Senate vote on the report at the special December senate meeting, and then post it to the University Senate website.

With no further business, Otto adjourned the meeting.

Bobbie Erichsen
University Senate Office