

2016-17 UNIVERSITY OF MINNESOTA

April 7, 2017

P&A SENATE MINUTES: No. 4

The fourth meeting of the P&A Senate for 2016-17 was convened in 5-125 Moos Tower on Friday, April 7, 2017, at 9:30 a.m. System campuses were linked by ITV. Checking or signing the roll as present were 26 P&A senators and seven alternates. Chair Ety DeVeaux presided.

1. HUMAN RESOURCES

DeVeaux welcomed Kathy Brown, vice president, Office of Human Resources (OHR) and Ken Horstman, director, Total Compensation, OHR. Brown thanked DeVeaux for inviting her and for sending her a list of discussion topics in advance. These topics were wages, benefits, campus climate, and the Maintenance of Status Quo order.

First, Brown addressed the topic of wages. She informed senators that the plan for a 2% increase was very contingent on the regents' approval of the University budget at their June meeting. The amount of money the state of Minnesota is planning to allocate to the University is uncertain. If the state does not provide sufficient funding for salary increases, the regents would need to increase tuition or identify other internal funding.

Brown said that the Job Family Study is complete. The Job Family Study (JFS) established pay ranges, and if a unit wants to deviate from the established range, they must get Brown's personal approval. However, units set salaries within the range at their discretion, so some variation is still possible. Brown added that now that the JFS is complete, the plan is to review about six job families per year for equity and market competitiveness. She also acknowledged that the JFS was difficult for many employees and that it was not perfect.

Brown and Horstman answered the following questions about the JFS:

- **How will promotions work within the job families?** This happens in two ways-- through the reclassification process, if an employee's current job has changed significantly, or through the traditional posting and application process. The JEQ process has gone away, and reclassifications are now being turned around in about two weeks. This applies to Bargaining Unit employees, as well.
- **Can employees expect to receive explanations if they initiate an appeal of their job family decision, and the appeal is not approved?** In the past, the volume of appeals made it difficult to accommodate this, but going forward, people should receive explanations. Originally, appeals were reviewed by the same people who made the original job family determination for a given position; now, he said, a different person reviews appeals.

Brown then explained that the University's Employee Benefits and Classification and Compensation departments recently merged under the new name Total Compensation, and invited Ken Horstman, director, Total Compensation, to talk about benefits. He explained that the Request for Proposal (RFP) process for medical and wellness benefits has been completed, and that OHR is currently engaged in doing the same for disability and flexible spending benefits. He said that the RFP committees consist not just of OHR staff, but also faculty, P&A, and civil service representation via the Benefits Advisory Committee (BAC), and that discussions are also held with bargaining units. Feedback about ADP prompted OHR to move up the review of flexible spending benefits. Horstman informed senators that of the \$500 million the University spends a year on benefits, about 70% of the cost comes from medical/dental, disability, and retirement plans. Careful management of these programs affects employee costs and copays. Two years ago, the medical plan cost did not increase, and last year the increase overall was 1.3%, but the Accountable Care Organization option allowed employees who chose to try out this new, restricted-network program to experience a reduction in their premiums. This year, he said, there could be good news in June regarding the 2018 plan. Using expertise in the School of Pharmacy, the University has been able to limit the increase to about a 1.9% for University employees, which is below what nationally is about a 15% increase in prescription drug prices. This is accomplished through negotiating with drug manufacturers for rebates higher than the market average on prescriptions, which offsets the actual increase in drug prices and limits prescription costs.

Next, Brown addressed questions regarding policy changes around the Regents Scholarship, parental leave, and vacation accrual. She reminded senators that any policy changes have to go through a long review process, including review by the Policy Advisory Committee (PAC) and the President's Policy Committee (PPC), as well as a 30-day public comment period. Regarding the Regents Scholarship, she pointed out that there is a cost to any increase in that benefit, and that President Kaler's priority is to ensure wage increases. She then referenced a Kare 11 report on parental leave in Minnesota, and mentioned that Governor Dayton favors six weeks of leave for all new parents for state employees, but that this has not yet been approved by the state legislature. Brown said that the state legislature has been looking closely and critically at the University's spending, so there are political considerations as well. Finally, about vacation accrual, she said that OHR is currently looking at whether there would be a cost to increasing it. She reiterated that none of these changes will happen quickly, if they happen at all.

Ian Ringgenberg, Benefits and Compensation Subcommittee co-chair, observed that there are no governance representatives on the PPC, and asked whether that committee has discussed the resolutions passed by the P&A Senate. Brown emphasized that concerns raised by employees are taken very seriously and are discussed in the administration. DeVeaux asked whether it was possible to add a governance representative to PPC, and Brown responded that the president appoints the members of this committee, and it has always consisted of senior leadership. She

did not know if the president would be open to adding a governance representative. However, she said, most of the members of the PAC are P&A and civil service employees. Members of governance have participated in this committee in the past, but governance participation is not stipulated formally.

Brown then addressed several specific questions that had been posed in advance:

- **President Trump's executive order on travel and immigration and its effect on students and staff:** Brown said that this is not her area of expertise, but that she would address the question as best she could. Michael Winters, Global Programs and Strategy Alliance alternate, volunteered that an Immigration Response Team has been newly convened to assist students with some of these issues. Brown thanked Winters for this information.
- **Diversity and inclusion in the onboarding process:** OHR is thinking about how to better convey the University's values around diversity to new employees, and that they are planning to do focus groups regarding onboarding, at both the central and unit levels.
- **Lactation spaces:** Brown referenced the mobile lactation pods she had seen at other universities, and said she would suggest this model to Mike Berthelsen, interim vice president for University Services. She added that providing space for lactation needs is required under the law, and that OHR works with nursing mothers to accommodate these needs when they arise. University Services is responsible for the physical spaces.
- **HR issues at Duluth:** Brown acknowledged that there has been some unevenness, and that she believes things should be stabilizing now that there is an HR lead in place in Duluth. There have also been financial challenges at Duluth that have put pressures on human resource issues on that campus.
- **Identity theft prevention service:** The anti-identity theft service is a courtesy offering, and not mandatory for employees. It is at the employee's own expense.
- **Fair Labor Standards Act (FLSA) pay changes:** Decisions regarding whether to convert employees earning below the threshold to hourly or to give pay raises to bump them up above the threshold were made at the unit level.

Finally, Brown updated senators about the faculty unionization effort. The University has appealed the Bureau of Mediation Services' decision to include the four P&A classifications from Unit 11 in Unit 8 (faculty), and the matter is in the court of appeals, and the timeline is at the court's discretion. Brown said that a decision earlier than late summer is unlikely. Until the unionization effort is concluded, the Maintenance of Status Quo (MSQ) order remains in place, barring changes or discussion of changes in terms and conditions of employment for Unit 8 (faculty) and the four P&A classifications in question. However, in practice, it affects more than just those groups, as policies relating to those groups often apply to all employees. Ringgenberg said that his understanding is that the four P&A teaching classifications are not actually under the MSQ, and that the MSQ does not prohibit action, but merely requires that the administration consult with the Service Employees International Union (SEIU) before making or discussing changes. Brown responded that the four P&A classifications are

indeed included in the MSQ, and that discussing changes in terms and conditions of employment is not allowed. SEIU did agree that the University could go ahead with regular pay increases, she said, but even that required about a month of negotiation. She acknowledged that the unionization effort has been difficult for everyone and expressed appreciation for patience.

With this, DeVeaux thanked Brown and Horstman, and they departed.

**KATHY BROWN, VICE PRESIDENT, OFFICE OF HUMAN RESOURCES
KEN HORSTMAN, DIRECTOR, TOTAL COMPENSATION,
OFFICE OF HUMAN RESOURCES**

2. P&A CONSULTATIVE COMMITTEE REPORT

Chair ETTY DeVeaux reported on the activities of the P&A Consultative Committee (PACC). DeVeaux shared that she feels that the working relationship between PACC and OHR has improved. She, Ringgenberg, and Chair-Elect Catherine St. Hill met with Ken Horstman and are planning to do so regularly. They are working with Civil Service Consultative Committee (CSCC) leadership to catalog issues in order to track progress. DeVeaux and St. Hill traveled to the Rochester campus with Duane Orlovski, CSCC chair, and Ray Muno, CSCC vice chair, and met with Chancellor Stephen Lehmkuhle and other Rochester campus leadership, as well as with constituents there. DeVeaux reported that many staff members attended this meeting. She thanked Rochester P&A Senator Nick Suchla for being an excellent host.

DeVeaux congratulated the Professional Development and Recognition Subcommittee on the Brown Bag on financial wellness, which she felt was very informative and well-attended.

DeVeaux asked if there were any updates from the units, and Peter Angelos informed senators that Duluth was currently undergoing a scheduled review of campus governance. As part of the review, they plan to formalize the role of the P&A Senate and Civil Service Senate in Duluth governance.

3. P&A SENATE SUBCOMMITTEE REPORTS

Benefits and Compensation (B&C) Subcommittee

Co-Chairs Ian Ringgenberg and Shannon Farrell reported that the subcommittee has been busy wrapping up issues from the year. Ringgenberg said that at the PACC meeting with President Kaler, there was discussion indicating that there could be movement on allowing departments to use professional development funds to cover the remainder of University courses not covered by the Regents Scholarship.

Professional Development and Recognition (PD&R) Subcommittee

Co-Chair Peter Angelos reported that the Brown Bag on financial wellness went very well, and thanked PD&R members who were involved in the planning, as well as co-chair Elizabeth Schwartz for MCing the event. He reported that there were about 40 attendees in person and roughly 100 watching via WebEx. The subcommittee has also closed nominations for the Outstanding Unit Award and the final review committee is in the process of selecting this year's winner. The winner will be recognized at the May 5, 2017, P&A Senate meeting.

Outreach Subcommittee

Chair Ann Hagen reported that the subcommittee has completed a draft of the revamped welcome kit for new senators, and is working on completing a video for unrepresented units.

4. PARENTAL LEAVE RESOLUTION

Farrell and Ringgenberg introduced the following resolution, crafted by the Benefits and Compensation Subcommittee:

The Board of Regents policy on Work-Life and Personal Leave states that two of the principles of personal leave are:

(a) The University fosters a productive, healthy, and safe workplace that helps employees effectively integrate and manage their work and personal life responsibilities.

(b) The University provides leave opportunities that contribute to employee wellbeing, support family care concerns, align with legal requirements, and are appropriately benchmarked and consistent with peer institutions.

The current policy that provides 6 paid weeks of leave to birthing parents and 2 weeks paid and 4 weeks unpaid to all other parents does not adequately support these principles laid out in the Board of Regents' guidelines. These leaves do not represent the diverse family arrangements at the University of Minnesota. Adoptive parents often need multiple weeks of leave simply to bring their child home. Same-sex couples are disadvantaged if no parent is offered a full 6 weeks of paid leave. Licensed daycare centers in Minnesota rarely accept children before the age of 6 weeks -- at a minimum, our policy should cover the parents' leave until this time.

Motion

The P&A Senate requests that, at a minimum, 6 weeks of paid parental leave be offered to all new parents (birthing or non-birthing) to provide greater support and equity for all families.

DeVeaux invited discussion, and two P&A staff members shared their stories of adopting children with little or no parental leave available to them. Hagen said that even six weeks is not enough time to adjust to a new child in the family, but that it was a good start. At this point, the senate voted and passed the motion.

**IAN RINGGENBERG AND SHANNON FARRELL,
CO-CHAIRS, BENEFITS AND COMPENSATION SUBCOMMITTEE**

5. STUDENT SENATE REPORT

Fanda Yang, vice chair, Student Senate Consultative Committee (SSCC), sent the following report by email:

The University administration has responded to the Aramark resolution the University Senate and Student Senate passed in March. The administration agreed to recreate the Student Advisory Council where one seat will be given to the Student Senate Twin Cities delegation, add student representation to University-Aramark Annual Business Review Committee, and conduct an annual survey about Aramark's service on campus. The Student Senate plans to create a task force to address how the University can respond to Aramark's ethical issues.

The Student Senate also passed a resolution sponsored by the Council of Graduate Students and the Morris Campus Student Association asking the administration to declare the University a sanctuary campus. The resolution asks the University president to reaffirm commitment to nondiscrimination and Fourth Amendment rights for members of the University community to, within the boundaries of the law, decline cooperation with Immigration and Customs Enforcement or release of immigration and religious information of members of the University, to extend legal counsel to threatened members, and to protect undocumented members with regard to their access to financial aid, health insurance and benefits granted under the Minnesota DREAM Act and Deferred Action for Childhood Arrivals (DACA). In their response, the University administration said they do not believe that adopting the "sanctuary campus" designation is the best course of action given the current political situation; however, the administration reaffirmed the University's commitment to providing resources and support to affected members of the University community.

The Student Senate will partner with other student government organizations to ask the University administration to expand funding for the Aurora Center.

FANDA YANG, VICE CHAIR

STUDENT SENATE CONSULTATIVE COMMITTEE

6. ELECTIONS

Elections for the 2017-18 chair-elect and subcommittee chairs were held, as well as for University Senators. The following individuals were elected:

Chair-elect: Ian Ringgenberg

Benefits and Compensation Subcommittee: Shannon Farrell and Corinne Komor, co-chairs

Communications Subcommittee: Ann Hagen

Outreach Subcommittee: Angela Dawson

Professional Development and Recognition Subcommittee: Connie Bongiorno and Julie Rashid, co-chairs

University Senators: Connie Bongiorno, Mia Boos, Shona Burke, Jeremy Jenkins, Julie Rashid, Steve Shore, and Pam Wilson.

ANN HAGEN, CHAIR, OUTREACH SUBCOMMITTEE

7. P&A SENATE OLD BUSINESS

None.

8. P&A SENATE NEW BUSINESS

None.

9. P&A SENATE ADJOURNMENT

DeVeaux adjourned the meeting at 11:30 a.m.