

***UHESA Minutes***  
***March 4-5, 1999***

**Present:** Jeanette Hall (UVSC), Jerry Jensen (UU), Jim Cook (UU), Brooke Chase (Weber), Wayne Stauffer (Weber), Darlene Severeid (CEU), Melissa Swenson (CEU), Mike Thurman (SLCC), Luanne Holden (SLCC), Mark Hamilton (SLCC), Eric Tait (SUU), Wes Brinkerhoff (SUU), Jan Egbert (USU), Jim Reese (USU), Katie Jean Larsen (Snow), Donna Stafford (Dixie), Linda Rogers (Dixie), Barbara O'dell (Dixie), Delores Kahkonen (Dixie), Tyese Gray (Dixie)

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***Thursday, March 4, 1999***

Luanne started meeting at 1:00 p.m. by welcoming everyone and had each person introduce themselves.

Minutes of August meeting were read and a few minor name corrections were made on page one. Motion to approve minutes and UHESA budget was given by Melissa Swenson and second made by Mike Thurman. All approved.

Luanne passed out copy of "Statement of the Board of Regents on Institutional Roles and Missions" which was approved by the Board of Regents in their January meeting. The first paragraph, second sentence reads, "As uncomfortable as it may be at times, we welcome the request of students, faculty, alumni, citizens, communities, the Governor, and the Legislature for changes in the system as a whole or changes in individual institutional roles and missions." She stated that Linda Rogers pointed out that it was missing staff in this sentence. After some discussion, it was decided that Luanne would send a letter to the Regents requesting that staff be added to this sentence.

Final draft of the Constitution was passed out. Luanne asked each of the committee to look them over for discussion and review. Committee decided to:

- Change wording of Constitution, Article II, Number 1 to read, "To provide presentation for staff employees in higher education in Utah."

Motion made by Mike Thurman to have a vote on approving the constitution. Second made by Donna Stafford. All 15 voting members present approved.

Motion made by Melissa Swenson to approve the constitution with the one change. Second made by Wes Brinkerhoff. All 15 voting members approved.

The Bylaws were then read and the following two changes were made:

- On page three, under Article II, number 2, take out ", if any," from the sentence.
- Under Article III, change second number 4 to 5.

Motion made by Mike Thurman to vote on approving the Bylaws. Second made to Melissa Swenson. All 15 voting members present approved.

Motion to approve the Bylaws with the above changes was made by Mike Thurman. Second by Melissa Swenson. All 15 voting members present approved. Linda will make the changes and bring the final copy of the constitution to be passed out to members at Friday's meeting.

Luanne next had a discussion on the Role of UHESA. She said that UHESA is now known, recognized and accepted. UHESA members have to be careful what we commit to groups and what they say on behalf of UHESA. UHESA is to work on statewide staff issues.

There was some discussion concerning UHESA's involvement with the Legislature. Luanne stated that this was a very bleak year for education in the State of Utah.

- Senate Bill 80 was passed without the appropriated funds attached to it. It would cost the state approximately \$27,000 and would give ½ tuition reimbursement for faculty and staff working on Master's degree or higher. The original bill only mentioned faculty, but UPEA, upon Luanne's request, changed wording to include staff.
- Senate Bill 49 discussing the Privatization Act did not pass, but Luanne is sure that it will be introduced again.
- State Employees were given 2 ½ % compensation increase. Higher Education is required to fund 25% of that increase by tuition increases.

Break 2:30 - 2:45

Began at 2:50. Luanne turned time over to Jim Reese for his presentation on how to become involved in the legislative process. Some points Jim made include:

1. Contact legislators on your own time and with your own resources.
2. Know your facts. Communicate issues correctly, listen and learn, and respect the opinion of others.
3. Communicate who you are, be positive, polite, stay focused, and be brief (3 minutes).
4. Speak as a constituent, a neighbor, or a voter.
5. Your voice is important. Studies show that as few as 4 people have changed the vote of a legislator.
6. You can be a voice in the legislative process by going to mass meetings, having impact by nomination, be involved in election process, and know your candidates.

Meeting was adjourned at 4:00 p.m. for the day.

*Friday, March 5, 1999*

Luanne started meeting at 9:00 a.m. She talked about the Regents data book, and asked if all the schools participate in it. Data is always based on previous years salaries. Compensation is an issue with all the schools, and the Regents compile their data book in the early fall. Maybe they need to move their deadlines to earlier date. Luanne mentioned that the corrections officers had a bill asking for \$8 million to bring their salaries up to market, but the legislators gave them \$3.5 million. Luanne then asked each of the schools to talk about salary surveys and compensation.

DIXIE is currently doing a salary market survey. They compare with local, state and other 2 years colleges of like size. Their last salary market survey was completed in 1993 and they have just brought their employees up to that level of equity. Dixie's Human Resource offices tells them that preliminary figures are showing Dixie is out of market by around 12% for non-exempt staff and around 20% for exempt staff.

UVSC show that they are also under market. They took their last study to their Board of Trustees and received little sympathy as their turnover is so low.

CEU has no recent market analysis. A vent group did something, but their most accurate one was completed 5 or 6 years ago.

WEBER's Human Resource office says they had one that is 3 years old. They compare with local market, and colleges and universities of like size. One of their problems is new hires are being brought in at market and old employees are making less. This has created a serious morale problem.

U of U also has similar problems. Their turnover is very high. Their Human Resource office is currently trying to create fewer job classifications as they have too many. They have used the Radford for overall market comparisons.

UTAH STATE does survey every year. Their turnover is also quite high, especially with classified staff. They are having hiring problems in that they can't attract the top 5 applicants because salaries are so low.

SNOW has a new Human Resource Director who has just finished job descriptions. Their turnover is quite low because of the area they live in.

SUU's most recent survey completed in 1996-97. They don't do it regular. They do provide information for the Regents data book. Their turnover is also low.

SLCC has low turnover at 8%. They are not aware of any market surveys. Faculty are compared to others in State. They had a consultant that stated that low turnover can be as harmful as a high turnover rate.

It was noted that many of the schools seem to be having problems in hiring best applicants because salaries are too low, many have turnover problems, and many are worried about retention of their best employees because salaries are such a problem. Luanne gave a homework assignment for August meeting. Each institution are to find out their turnover rate, find out about years of service of employees, check on information technology area, and how involved staff association's are in market surveys. Also find out how many staff employees are paid by legislative allocated funds and how much from other funding sources. SLCC receives 40% of their funds from legislature and 60% from other sources. We should all be encouraging our Human Resource offices to keep accurate market surveys, and each staff association should be involved in the process.

Meeting adjourned for break at 10:05 a.m.

Meeting started at 10:20 with discussion on Benefits. Linda stated that we had a few more members join the meeting. Ron Cannon representing UPEA. Also, Jonathon Morrell, Rob Snow and Larry Hall from Dixie College joined in for this session.

Luanne stated that Utah State and University of Utah are self funded. SUU is currently with Blue Cross Blue Shield, but all the rest of the schools are currently with EMIA and most are having serious benefit cost increases from 5% to about 70%. She said that the Speaker of the House was asked if Legislature would step in to help and he responded with a no. The Legislative Appropriations committee wants Board of Regents and Public School Districts to look at this and get back to them this year. PEHP is by law the default insurance carrier for the State and Legislature could mandate them to take us. The legislature could also step in and help EMIA. There is current talk of a centralizing higher education benefits for all.

Luanne said that she would like to draft a letter to the Regents and ask them to investigate what can be done and to look at the possibility of combining the schools together for one bigger risk pool. The Regents also need to have some open communication with each of the schools in this process. We all need to know that benefits are going to change! There was much concern that this benefits problem could be a long-term problem. She then asked how each school is handling benefits and to let Linda know who their contact person would be regarding the benefits issue.

Dixie stated that they have just sent out Request for Proposals (RFP's) on their insurance. They originally had two more years with EMIA. To keep benefits as they currently are would take 47% increase. Dixie will be reducing its benefit package to include higher co-pays and percentages. Their staff and faculty associations are actively involved in the benefits committee.

UVSC just completed their bid. Benefits are not as good as they were. They raised their co-pays and took a 12.29% increase on benefits. They took swing option for dental. Their employees will get a 1% pay increase. The staff associations was represented well in this process.

CEU looking at 68% benefits increase. They were hoping legislature would step in. Their Human Resource office will be sending out a RFP. They do have representation from each of their staff associations on benefits committee.

Weber said that they know they are in trouble. They are looking at 31% increase. Staff is involved in benefits process. Don't know what they are going to do at this time, but President has sent memo stating they are in trouble.

U of U is self-funded. They have good staff involvement with members on Salary, Wages and Benefits sub-committee. They had a hit on dental, but reserves were enough to cover increase on other benefits. Did mention that they have Altias Network Program that is looking at providing benefits for other schools. Something that some schools might want to keep in mind.

USU is also self-funded. Went through their insurance packet. They mostly have to pay 10% for most of their benefits with 90% coverage on most. If go to <sup>APP</sup> preferred provider then they pay 25%.

Snow are looking at raising their co-pays from ~~10%~~ to ~~15%~~ along with raising co-pays on prescriptions and emergency rooms. They did save some by bidding their life insurance separately. Their benefits committee is composed of faculty and staff.

SUU is looking at 12% increase. They are with Blue Cross Blue Shield and pay \$15 co-pays to doctors and for prescriptions. They have good representation on benefits committee. They took away single policy coverage on couples.

SLCC have RFP's out at this time. Looking at 35% increase which is more than they have to pay with 2 ½ % given by legislators. They will probably have to change their benefits. They have an advisory committee with staff, faculty, administrators, and Human Resource.

Luanne then asked the members present how they felt about combined risk pool and their feelings on asking the Regents for a response to our concerns. There was some discussion on this issue, and UU felt that they would have a hard time selling their staff on this idea. However, they could see how it would be a good idea as for as getting better rate for insurance coverage. It was mentioned that we could include all but the two self-funded universities. After some discussion Luanne asked for a straw pole from voting members on their support to send a letter to the Regents asking for a response to our concerns on benefits, they look at combining the schools into one risk pool, and that they include the schools in this process. 15 approved this idea and 1 opposed it. Luanne then asked for an official vote on this. Again 15 were in favor and 1 opposed.

August 1999 meeting will be held at USU or Sweetwater. Left the choice up to Jim Reese. March 2000 will be at Dixie again.

Meeting was then adjourned at around 12:30 for lunch.