



AGENDA

Monthly Meeting

Wednesday, October 28, 2016 | U of U

Welcome, Roll Call and Business -

Meeting called to order at 9:02. Roll call. Minutes stand as approved. Shalece will send to Gus to put on website.

Legislative Report - Stuart –

Stuart provided UHESA with a brief description of the candidates for the higher education appropriations sub-committee. Evan Vickers has submitted his name for the chair of higher-ed. Howard Stephens is also throwing name in the pool.

Stuart explained how the chair of sub-committee is chosen: president of the majority party, membership chosen by leadership. Leadership is unlikely to change this year. There was a vacancy on the board, where the previous president Senator Urquhart moved out of his district, which then opened up the spot. Vickers has been on the sub-committee; however, Stephens has seniority over Vickers. Both candidates have pros and cons for the position. Depending on who gets the position, UHESA will want to meet with them and discuss, federal government overage, FLSA ask for more money to be given to higher education to meet expectations.

We will know who is in the position after the election has occurred. Stuart will keep us updated on it. The caucus is held soon after the elections in November. Legislative session preparation starts before the session, as members are writing bills, lobbying, creating committees, etc.

There are some things that we can do on our individual campus. UHESA is trying to coordinate with USHE to see what their priorities are, to coordinate, and help create priorities. Sub-committee will come up with some legislative priorities, so we can start talking with those on the legislative sub-committee. Start will get with them early, make the arrangements. He will create a form email that can be sent to the institutions, who can send it to their legislative rep. If Vickers gets it, we'd like to establish a meeting with a meal. If Howard Stephenson, from Draper, try to meet and talk with him as well. UHESA will try to get a day on the hill established with the Higher education appropriation sub-committees. James Logue will let us know when the next committee is.

Sylvia asked how in-tuned the committee is with our FLSA needs and what do we need to provide them with? The state looks at higher education professors as the most over-paid position in the state. Compensation for staff/faculty are tight, but we could use FLSA as a play to "divorce" us from the teacher's side and to the state employees side of things. Especially with the time and half, comp time, etc. This may not improve staff/faculty relations. Something to consider though. Strategically thinking.

We would like to tentatively plan a day on the capital. Considering who is on the capital the day that we go? Would like to get on the schedule, -add this to the November conference call. Stuart will check with committee and legislative and propose a couple of dates would like to have the day possibly on a date the committee is meeting. Have a meeting with Evan to get pointers on plan of attack.

How do we Engage with USHE to make our needs meet with their needs? Each institution is encouraged to meet with their President, to let them know that UHESA would like to engage in. We can work with our HR directors to see what the dollar cost FLSA implications and the future effects of every three years.

BFF Report –

Sylvia has only three reps from institutions (Dixie, SLCC, and UVU), other institutions need to send in a name. (Update will be attached to minutes).

Dixie-President and his wife have each taken on a BFF, and there will be two success stories on this. Jordan has brought someone back from Dixie. We need to go beyond UHESA, provide the videos to Gus to send out to other institutions and to energize others.

Sylvia had an BFF Assignment for SUU. With a student who lost her husband. Encouraged all of us to look beyond what you do on campus. A go-fund me has been established for the Shakespeare family to help her go back to school. Help someone make the connections on campus. Stuart will get on it.

The document will include the stories that highlight the BFF program. All institutions are encouraged to share on their social media accounts to get the word out.

How do you emphasize that if they are not a typical student, get them here, family pictures, etc. Utilize thinks to post on social media.

Guest Speaker – Nicole R Robinson - Professor of Music and Associate VP for Diversity -

Interim-AVP, fall, 17 years' faculty, public school teacher. She expressed her appreciation for the staff and all they do.

Developing Critical Consciousness-as to who you are meeting with.

Issues in education:

Teacher-student demographic gap-teacher demographic not increasing with the student demographic. Nothing in curriculum to learn how to deal with diversity. Cross-cultural knowledge. Understand the "lived experiences of students: -more understanding of this. Have a sensitivity to id. Develop a critical consciousness-understand and cultivate the skills to leverage your position of power.; expectation for academic success.

How do we use power to help, expectation for students to have academic success and be successful, what do we do to retain them degraded? She has games that she has students play to think about the "lived experience"

Talked about Intersectionality. You can't be judgmental about things you don't know or understand, can't judge a person on that either. Historical based and socially. Don't just take a snapshot of person,

Expressed how higher education does not understand where the students are coming from academically, not understanding the challenges of the school system.

FLSA Ruling and Institutional Actions - FINISH

Goal: Each institution will talk about how the ruling has impacted the institution, how it was rolled-out, and what influence they had.

SLCC-There was a supervisors meeting, what the plan of action, sent out letters to employees. Less than 200 effected, some received rank levels and were moved up, some were adjusted to non-exempt. Meet with supervisor, individual, and HR to know. It was swiftly implemented in 2 weeks. Staff association will help with forum, (POTENTIALLY) to collaborate going forward.

Dixie-has taken an extremely proactive approach, and has information to share. Email was sent in July to employees that the ruling happened, digesting info. There have been HR webinars, and HR professionals, have invited board presidents to sit in on CUPA webinar. They were able to maintain exempts status for 43, and 59 reclassified. A second email was sent in Sept, decision being made, timeline, and board presidents pushed for HR and administration to create the timeline and commit to it. There was face-to-face meetings HR, Supervisor for the impacted employees for a month. Each employee received a letter explaining changes. Overview of regulations and policies to reflect it, employee/supervisor trainings. Employees will be required to clock-in, reclassified employees had an overview session, trainings ongoing through Nov. and both boards encouraged to attend the meetings, to support staff. Those not being effected by classification, still had letter and meet with employee and HR. Open with communication. Nov. 1 is effective date to clock in and out to start tracking compensatory time off. Lots of good communication everyone personal meetings. Letters professional, signed by president. Vacation/leave is different from exempt/non-exempt, grandfathered them to keep the same leave accrual. 6 positions were able to move up in one category, 5 in another. Within \$1500 to make them at the level needed to stay exempt. The pay for administrative exemption is \$34,500. Those affected greatly involved. Part of classified were clocking in and out, others were not, going to a standard, to the minute.

SUU- Don't know anything, haven't heard. No communication to anyone, staff association is saying it goes through administration or through the association. (back-door chatter, hoping it doesn't get implemented due to lawsuit).

USU-Eastern-No letters/roll out, impacted employees handling on a case by case basis. Supervisors are aware, don't know if moving above salary line. Estimated 40-50 employees. They are accounting for time using mytime, employees will need to go in the week after workweek to record exceptions. if acquired comp time and use it. Supervisors not allowed to deny it, automatically approved, if continue to work, it's up to the supervisor after as a performance issues. Exempt-nonexempt, vacation, flextime accrued different, 4 hour : 1 hour flex time. (USU Policy). Eligible for comp time. Lots of questions to be answered. Started to address it with my-time. All leave pre-approved, Police officers exempt because of position.

University of Utah- not wanting to talk about it until fully understood. What does ruling mean, effecting more post-docs than employees. Been in communication with departments to discuss. Number of employees effected estimated at 1,000 employees, still a large amount of employees. NSF for grad students. On track for Dec. 1, possible grandfathering of retirement (not for sure), job code is staying same, but no impact on benefit is go salary. Looking at redoing policies. If salary only have to track overtime hours.

UVU-Official first emails sent out Sept. 28, some staff aware of the regulation through third party emails. 180-270 effected. UVU is looking at job as a whole, not at person. Job will be exempt. Administrative threshold, \$42,000, not willing to bump up all staff members to that level. UVU looking at leave, if changed from exempt to non-exempt, for 2017 will be given three additional personal days, after 2017,

will accrual regular leave, but have the option to accrue comp leave. No change in benefits for those changing from Exempt to non-exempt. Biggest issue facing right now, is non-exempt cannot teach. In early October HR held 3 open forums, with staff what is going on, difference in leave, salary threshold. Some staff didn't care, a lot did. UVU will require non-exempt to start tracking time in T.I.M.S starting March 1, but encouraging to start tracking now, will still be salary based, get the full amount, but time will have to be used. If don't have time, then will go into docked pay. 120 hours of comp time, anything over paid out. Department is responsible for paying comp time. Have to get approval from supervisor to get comp time. FLSA policy packaged coming in temporary status. VP's meeting with deans, directors, to inform about employees being effected. Letters will be sent to employees by Nov. 1. Supervisor trainings in regarding to travel, what is payable, breaks and lunch, etc.

Policies about comp time were discussed and how the departments must pay out on comp time before moving departments.

The Federal regulations does not mean everyone will function at the same level.

Would like to know about the other schools not in attendance-what is going on with them?

Break for Lunch

Media Report –

Gus still needs a representative from Weber and University of Utah. Getting each staff association their own FB, Twitter, account, share everything and tweet it. The number of hours will depend on how much time they want to do it a month. The goal is to bring more light to the other initiatives we have going on already. Encourages all of us to have a signature that has link to all of their Facebook and social media account, as well as UHESA. Share ideas of staff involvement.

Don't do the same things, or you'll go stale. One way to promote is to see what others are doing. Do we post FLSA on the website, FB, where everything is different? There are some links that are missing on the Legislative page. Discussion was around this, have some links that are missing (no letter last year). Letter from 2014-15 year (Does not exist), and last year which just notes. Gus was asked to either come in person or do a webinar for the staff associations.

Katie asked who all has a Facebook page-SLCC, UVU has one. SLCC is run very well, uses it as a promotion for events, encourages staff to look at it as a means for getting involved. Dixie exempt staff doesn't really want to do it, but Katie will report back to see if the interest is there. Use these pages as an example. University of Utah Staff Council,

Treasures Report and Budget Discussion –

Vern will send his report out to everyone.

Budget for quarterly meetings,

Looked at the 13-14 year to the current and projected to see where we are at. Travel cost have dramatically increased. Some of this could be the institutions are no longer paying for it, or the UHESA board is not part of the institutions association. Catering cost have remained about the same. Board has grown, so additional number of food. Dues currently are at \$200.00. \$35 a person last year for annual conference.

Solutions-election nomination (will you support monetary) if they accept-who is it. When nominations come up, are they supported financially from the institution?

Recommendations-

1. increase annual dues to \$450 Flat fee which includes catering, events, etc. (additional charge per head over 2)
2. Increase annual dues to \$250 (increase of \$50 (some money to help cover cost of travel),
 - a. Only cater annual meeting and invoice attendees, all other site visits individuals on own for meals (per diem)
 - b. Bill each institution for catering at each site visit
3. Increase annual dues to \$350, anything over 2 is a cost per head. plan a year in advance.

Discussion centered around increasing dues, most agreed that there should be an increase. Ask in legislation for funds (to help cover travel costs), with UWHEN. Can we get institutional sponsors, or someone who would be willing to pay for a meal.

Increase in dues is one way to help the institutions going back to the presidents to get additional funding from their institutions.

Membership dues only looking at each institution bringing 2 people, each person over that would have to pay an additional fee. We could bill for previous year for those over 2.

Need to make a decision in January/February, and need to touch on this more in monthly meetings. Worried about SNOW and could they afford it. Now have an institutional president to stabilize.

Start a little later to save money on breakfast, and only pay for one meal. Vern will run numbers at \$350 annual membership fee, to see where that would put us and how to adjust each event.

Wrap up and Closure –

Andrea thanked everyone for attending, sharing, and collaborating. Next UHESA Board meeting, by phone, Wednesday, Nov. 16 2-3 Meeting adjourned at 3:14 p.m.