

Meeting Minutes

University of Colorado Staff Council
Thursday, July 12, 2007
UCB – Room 302, Regent Hall
Boulder, CO

Introduction/Roll Call

Frances Munoz, Sue Sethney, Jennifer Lahlou, Shari Patterson, Velma Parker, Audrey Newman, Mary Ulibarri, Whit Whitfield, Jane Muller, Mary Lou Kartis, Alexis Kelly, Maureen Ryan, Vince Aquino

Minutes Approval

May 3, 2007 – minor corrections. Shari motions to approve as amended, velma June – mary motion, sue second, approved

SIS Replacement Update – Dave Makowski

- We are replacing SIS because we will not be able to support it in the future. Many staff will be retiring in the near future and it is an old technology with no new staff to support it.
- In April the President and the Board of Regents signed off on the budget.
- Went through an RFP process, 4000 requirements in it. 300-400 people in the university involved in creating these requirements.
- Received 2 responses, one from Sunguard- Banner, Oracle – Campus Solutions. Oracle came out very far ahead of Banner in the decision.
- We did fit-gap work – which is looking at software in detail to identify gaps in the software and what we need it to do.
- Oracle product seems to be used more by universities like us, very large, multi campus universities.
- The contract was signed in May 2007. The president has signed a directive about creating too many customizations which will increase the cost of the software. They are looking through the business case of which would cost more, process changes, or software changes.
- We will have a rolling go live schedule. Starting with prospective systems. New Degree Audit system will also be going live on a rolling schedule.
- Aiming at have the new system up and rolling by Fall 2010.
- A lot of experts from across the campuses are participating in the project.
- No students are formally engaged in the project, but may be creating a focus group to receive input from them. About 50 people full time, and another 50-75 full time.
- Each campus will have a project office center for this project.

- Campus based decision teams are created to review policies, decisions, etc. not trying to force a common way of doing things across all campuses.
- Campus Liaison's from each campus, which is the registrars of each campus.
- Cost \$49 million. Pres has committed \$44 million, balance out of UMS and campus budgets.
- Jennifer asked about when training starts, it will be just in time training, so people will remember. It will be very close to the start of roll out of each module before it goes live.
- Training will be a combination of technology and on-line. Some face to face also.
- Mary asked about the new student recruiting system. What exactly is that. Dave explained it is for the admissions office, the pre-application.
- Students will be applying on line, just as they are doing now. It will enhance what we currently have.
- Many campuses are utilizing scanning, imaging and faxing of documents.
- Managing and storing and access of these documents securely.
- The standard to send transcripts across universities is not currently a very secure good process currently, but technology is being constantly improved.
- Is the UCCS campus scheduled to get to the document imaging soon also, asked Mary Lou. Yes, Boulder has about 4 different systems. Denver bought one, which it the one we will probably utilize.
- The old system was implemented in around 1987.
- Sue worked in an academic unit, as the program system, she utilizes both the old SIS and the Bluezone system. She said the Bluezone has much more detail than the old one. Will all the stuff from the old SIS be combined onto the new SIS. Dave said yes, you will probably go through the portal for access to connect to the new SIS.
- Dave said it will look a lot like the current PeopleSoft system.
- The president wants us to use it out of the box. This means you won't get exactly what you want, but will try to make things easier and more simple.

Larry Drees – UBAB Update

- Does have a web site for UBAB but minutes are not currently posted.
- www.CU.edu/pbs/ubab.html
- This is a good sight to keep current on what is going on. Because of the nature of how benefits work, and how contract negotiations work, the rates are not included for confidentiality reasons and to maintain good vendor relationships.
- History of UBAB: it came about after the university health plan went bankrupt. They created this board to have 4 faculty members and 2 classified staff members. Larry and Paul Wyles were voted on by this group to represent their interests. One more staff member was added on from exempt staff. UBAB has no affiliation with the state plans and university employees have the option to select a state plan.

- Larry has a printout and it is also on the web, explaining the response of UBAB to the president explaining the set up and purpose of the board.
- Larry also has a roster of support staff he passed around. They meet every month for 2 to 3 hours. They rotate the locations across the campuses.
- How are faculty appointed? Currently they have one from Denver, Boulder, a retired faculty who is a doctor. The goal is to have everyone there speak for everyone, not just a specific campus.
- Larry said that health benefits are a very complicated animal. They go out for bids every 3 to 5 years. They are going back out to bid this summer. It takes 6 months to do the bids for the health plans. This year every voting member is participating in the evaluation. Last year there was 4 who submitted an evaluation with recommendations.
- This year the bid is a submission of 150 questions and they have hired a consultant to assist them with the bid submission and review.
- Larry passed out a handout explaining the University's position and issues to the vendors. We are fully insured, which means we are requiring the insurance company to take all the risks and if they have enough set back to cover all the health related expenses.
- One of the things that UBAB and the President's office have discussed. Self funding insurance gives you some option to flatten out some of the cost increases. They also talk about their role if they are fully insured. The state is starting to look at self funding again, so CU is also looking at doing that to keep current in the trends.
- Before we went fully insured, the state said that the university could provide options for the employees only if the plans are significantly different than the plans they are making available. For example Kaiser has a state plan, and a CU plan.
- Larry passed around the timetable. Basically it goes out this month for 30 to 45 days. There is work done with the consultants. Evaluations will begin mid October. Scoring will occur toward the end of October to November. Then there is a protest period for the vendor. Then you start contract negotiations. This can take 2 to 3 months. All this so you can have it final next April.
- Jennifer asked what they are looking for in a new plan. Larry said, historically they look back on what the university has provided. Today we are at 85% of market on the state contribution toward the plan. The state is committed to getting to 100% in the future.
- The first thing they do is ask the vendors to give them a comparison of the plans we currently available. Then they ask for what they could do to improve the benefits or the cost of the plans. They then create a "rich plan" which combines many of the options and ask the vendor to give them a quote.
- They also look for is keeping dependent children on plans, retire groups, coverage for faculty on sabbatical that may not be in the area when they have medical needs.
- Whit asked if they have studied any models of private companies that are fully funded for health insurance. We can't compare exactly with a for-profit company, since we are a government entity. We are tied to what the state

legislature wants it to be. Where does Colorado fall in terms of comparison to other states. Larry does not know exactly. There is a total compensation survey that is used within the state. We get lump sum funding from the state.

- Audrey said she is on the total compensation advisory committee. They do look at the current prevailing compensation. We have gone from 45% to 85% and the goal is 100% to try to match what you get in the private sector. Also they are looking at enriching the plans.
- Velma asked what stop-loss is. Larry said it is a way of hedging your bets. You can buy insurance to cover if you go over the funds that are set aside. So the more insurance you buy for stop-loss, the less your premiums will ultimately cost. It is like betting against yourself. It is all gambling, but we don't gamble here any more. Things that lower our claims, will lower our premiums.
- Mary said Kaiser went up 22% and she was able to drop kids for the first time in her life, but with the increase she had to change plans to keep affording insurance. Also the retiree benefit analysis is excellent to see evaluated.
- Mary asked how a person is elected to serve on UBAB. The staff council has elected the people on the committee and he believes they are 3 year terms. Audrey stated that part of the problem is that in the past few years, Paul has not been in attendance at our meetings. Both of you are excellent and knowledgeable about this subject, however we would like to hear more frequent updates on your committee. Larry said historically Pat B-M was serving as the alternate. They asked for Larry to attend and give updates when ever the UCSC meeting is on the Boulder campus, and maybe Paul could when UCSC is on the Anshutz campus.
- Maureen asked for more clarification on PacifiCare continuing being available in the future. Larry responded that people who carry the insurance today may not win the bid, or may not submit a bid. They don't go out to bid every year because they are trying to minimize the constant change possibilities of providers.
- Frances asked, are you an advisory group only? Larry said yes. Then who makes the final decision? Larry said their recommendation goes up to the President for a final decision. Part of the decision is the cost, and UBAB will score the results and keep it an objective process. They are the ones who push forward the ones who got the bid.
- We will plan on Larry for the November 1st meeting in UCB.
- Frances asked, she has heard that the university moving toward having the health science center being the provider for all of us? Larry said no, that isn't true. Legally they can't be an insurance provider, only a health care provider.
- They discourage personal health information being provided because of HIPPA regulations, use example people or situations for questions you may send them.

Treasurer report

- Operating expenses \$9254.
- \$10,746 Remaining. Pat asked for \$5000 rollover for the survey.
- Travel budget spent \$2389, balance is \$2610.78.
- The places they looked at for the retreat to put a deposit on were already booked the days we had planned. They ran into a lot of dead ends and didn't have enough

time to get all this done. They can look outside the Colorado Springs area, or try a different area.

- Shari asked if Estes Park would be good for everyone again. That is good for Colorado Springs people.
- Mary asked about Silverwood Motel, which is a small little place off Austin Bluffs Parkway.

UCSC Goals and Objectives for 2007-2008

- First Jennifer will work with Pat B-M to get the survey completed.
- Dallas Jensen is trying to form a new council, and Jennifer would like to meet with him to discuss why he is trying to form a new council for professional exempt only which would change the structure of our council. Jennifer wants to know where he gets the authority to create this.
- Audrey asked if anyone is able to speak at a Regents meeting? Has Dallas done this in the past?
- Committee Reports: we have fallen behind on giving these reports. Jennifer passed out a list for everyone to review and correct who and what committees they participate on. We can present these reports at the meetings, or by email. Which way would everyone like to do this?
- Audrey likes to present at the meetings to discuss what has happened at those meetings. Some are quarterly.
- We will keep this on the agenda then.
- Potential speakers: Federal or state relations speakers during the next legislative session
- Emergency planning – Sylvia dane was submitted to her.
- State personnel director – Kristin rosanski, Rich Gonzales,
- Betsy suggests he might be good at the retreat. Audrey has asked him to do either campuses and open it up to a lunch time meeting. He is a very dynamic speaker, excellent.
- Kristin may be a good one to come because this bill might come up again.
- Jennifer will have Audrey let her know when legislative issues.
- Jennifer asked about the Democratic National Conventions affect on the Denver campus. Betsy said Kevin is handling this and it is just in the discussion phase. Mary said they were told the campus would be closed. Definitely no classes, unsure about what to do with employees.
- Other goals and objectives: Mary said it is always good to have PERA people, or TIAA CRIF if necessary for people who have both.
- Suggestion – the Regents to come speak
- Legislators
- Andrew Romanoff, for a noon time meeting, with Michael Carrigan to have them talk about their ideas for higher ed funding. Also about constitutional change to free up the monies.

- Board of Regents meeting in August, is there anything you would like Jennifer to bring up. You can email her suggestions. One is for the supervisors to support participation on staff council. Sue suggests that it be included in that supervisors evaluation to encourage participation; that they mentored their employee.
- Betsy has a suggestion, the leave sharing proposal is going up, so it might be good to say we support the proposal. They won't be able to vote until September; have to have a month after presentation before the vote.
- Audrey met with Kevin Jacobs to discuss the leave sharing proposal. Kevin said he was going to have a panel to review the cases, it would be by the campus. Audrey asked if they would all follow the same policy. Kevin said no. Betsy said yes, they will all have to follow the same policy. Audrey said there is still the same problem, where one campus would allow, where another wouldn't for the same circumstance. We wanted to create consistency in this policy. People may make different interpretations, every case is different, there is no way to make a constant decision. Audrey said maybe there should be only one committee. Betsy said we don't want to pull back the policy again, or it could take another year or more to get to this point again.
- Jennifer said on the silver and gold editorial board, the chair is Nancy Cicone, the chair at UCDHSC English Department.
- Audrey said they did not change the APS to include our language of SHALL. Although he did select the chair from people nominated by the editorial board.
- Audrey said we would like to go on record that we do not agree with this APS.

Campus Updates

UCB

- Just had elections, all positions are filled for the first time in a long time.
- Also working on 1st annual employee information fair ice cream social. To inform employees on benefits they are entitled to.
- A lot of discussion about the Silver and Gold.

UCCS

- Pretty much the same, lots of construction. August 16th it is all supposed to change.
- Had their retreat and did a lot of information gathering, a lot of people with history are leaving.
- Jane is planning fall breakfast.
- Whit said there is a lot of stuff going on with his job in parking and transportation services with the construction. Currently they have 3 parking lots closed down. 2 will not be coming back. If they do build any more it will be structures and not parking lots as they do become parking lots.

UCD

- 2 new members, mostly an orientation meeting. Up to 11 members total. They have slots for 21.
- Idea for next meeting topic – discussion on how other staff councils are set up and how people are elected or they volunteer to serve on committees.

HSC

- Met yesterday. Lisa, the chair, suggested they change the meeting date to interact with the UCD folks more. Possibly attend each others meetings. Wouldn't change until about November.
- Velma is now going to be our liaison to the exempt group. EPA has been around for 3 years, and they had never invited us until now.
- Kevin Jacobs reported on the leave sharing, SOAP program which HSC lost, but UCD didn't. it will be re-created, Chancellors Employee Development Program. Will be combined and reactivated.
- There is nothing consistent between campuses, such as employee benefits of scholarships at UCB but not other campuses. Audrey would like it to be a goal of their campus to increase their opportunities and benefits. More equability between campuses.

System

- Did not have a meeting this week, did not have a quorum, so cancelled
- Big even was the staff appreciation event on June 23. disappointed with the turnout. They had one event per year, and invite everyone. This year they did a boulder reservoir event on a Saturday afternoon, all 300 some system employees were invited, but had only about 50, plus 30 family members. It was fun, but not a lot of support from colleagues.
- Retreat planning – couldn't find a place in Colorado Springs. Didn't book any where. Estes Park is a good location and will be considered again.

HRPG

- Jennifer reported: Had a meeting on Monday.

TCT

- Audrey reported: There was a meeting last month, one scheduled next week. Betsy took over for Anne, and she spoke of things she saw come up over the year. Open Enrollment report given.
- Betsy talked about the leave sharing. Qualitative versus qualitative performance evaluations. Checking out other agencies evaluation forms.
- The exempt people who are in PERA and faculty, SAED have to pay this but it is debatable how it will come out. This is not due to PERA until January. We started in July. Mark said there are going to be meetings to figure out how to do this. The people don't pay it, the employer pays it. Just unsure where this money will come from. The funds may not necessarily be out of the salary pool.

- Bereavement leave was discussed. Department of Personnel wanted to make it uniform, right now it is discretionary.
- Betsy said Rich Gonzales is big on fairness, not necessarily consistency. He is trying to establish universal policies to be fair to all. Currently the rule says leave is 40 hours up to the supervisors discretion. If it is an immediate family member, there is probably no reason it shouldn't be that amount of time. For some one less than immediate family member, it might be determined by distance to the person, or how close the relationship is. Average is 17 hours per event for CU. He has not issued the final draft of this universal policy yet.
- The definition of family has changed, so it has created a broad interpretation of the policy.

Exempt Professional Items

- Whit: Got all the officers elected. Hasn't met with the executive board yet.
- Looking to hold a general membership meeting soon. There are 60 to 70 eligible employees on their campus that could attend.

Unfinished business

- Audrey: regarding the APS for the Silver and Gold. She has a copy of the meeting minutes from the December executive board meeting. There was a discussion about the amendment 41 and said the article was not balanced and wished to be notified in advance of any negative items before publication in the paper.
- Susan B-J in this meeting said she strives to present all sides of a topic, but there may not always be room or time to present all in one issue and the editor strives to give all sides.
- This meeting is the turning point, where when Susan gave her resignation shortly after that, it was a great opportunity to take over the paper to censor it's contents.
- It was just a smoke screen attempt with this APS. It is still basically a take over to suppress freedom of the press. This was an attempt to unseat as many people as possible off the editorial board. Shame on this administration for doing this.
- Lexie heard back about the Double Tree in Colorado Springs with rates and they are available for the retreat. She will also look into the Lakeshore Lodge in Estes Park.

New Business

- Next meeting is at HSC on August 2nd. Nighthorse Campbell in Room 204. They will take care of lunch.
- Answer to tax issue for bonus in July check. It will be on your check and will be taxed at normal W-4 rate.

Adjourned