

Minutes

March 20, 2018

1:00-3:00 pm

SL114

Attendance – Jennifer Agla, DaSheek Akwenye, John Bair, Jon Barclay, Andrea Calaway, Daniel Delgadillo, Cameron Evans, Ana Fisher, Stacy Fowler, Nathan Gerber, Kellie Hancock, Amie Huntsman, Candida Johnson, Linda Makin, Brett McKeachnie, Trevor Morris, Judy Martindale, Kristen Nuesmeyer, Shalece Nuttall, Nikki Scott, Mindy Swenson, Craig Thulin, David Tobler, Valarie Wells, Irene Whittier, and Mark Wiesenberg.

Absent – Stephanie Albach, Gary Griffin, Beka Grulich, Justin Hansen, Darel Hawkins, Tanner McQuivey, Tena Medina, Bonnie Mortensen, Katty Perez, Jason Terry, and Lisa Williamson.

Welcome, Approval of Minutes, Administrative Updates

- ***PACE Administrative AVP (Linda Makin)***
 - Brief update on the legislative session
 - Did not get business building, but permission to use institutional funds for design
 - Executive order requires governor office approval to invite legislators to events/gifts
 - Performance appraisals were due on March 15
 - Linda appreciates all of those here this week during spring break
- ***Faculty Senate President (Craig Thulin)***
 - Electing senators (3 year term)
 - Pursuing changes to 3 policies
 - Presidential Transition committee doing well
- ***Minutes – February 20 minutes stand as approved***

Policy Review

Second Reading

- ***Policy #655, Kristen Nuesmeyer sent comments to Jim Bailey. PACE moved motion to submit comments as read as PACE's official comments on Policy 655.***

Business

Benefits and Compensation (Judy Martindale & Linda Makin)

- The 2018 Legislature appropriated new funding for higher education employees (2.5 percent general salary increase / 4.1 percent medical premium rate increase / 3 percent reduction to dental premium rates)
- Priorities for Compensation funds
 1. Protect jobs and benefits
 2. Across-the-board base salary adjustments
 3. Market Equity (as needed)
 4. Merit Pay
- Stoploss Reinsurance (no impact to employees)
 - Increased university deductible for individual and aggregating stoploss; reduced premiums to reinsurer
- Increase copay for generics from \$4 to \$10* for 30-day supply and from \$8 to \$20* for 90-day supply **if the cash price is lower than the copay, employee will pay the lesser cost*

- Implement a two-tier structure for specialty drugs
 - Specialty Formulary—change employee 30-day copay from a flat 50% per script to 50% after Rx deductible with a \$250 maximum out-of-pocket copay per script
 - Specialty Non-formulary—change employee 30-day copay from a flat 50% per script to 50% after Rx deductible with a \$350 maximum out-of-pocket copay per script
- Based on medical plan performance, comparison with other USHE institution plans, and inflationary cost trends for medical and prescription claims, Benefits Committee recommends an 8% premium increase.
- Based on dental plan performance, comparison with other USHE institution plans, and inflationary cost trends for claims, Benefits Committee recommends a 1.4% premium increase.
- Medical benefits premium share remains at 10%; dental benefits premium share at 20%
- Minor changes to prescription coverage (went to new manager for more options).
- Average 2.5% wage increase
 - All full-time employees receive \$200 to base salary
 - Eligible full-time employees receive
 - Merit pay
 - Market equity
 - Adjunct faculty receive 2.6% increase
 - Hourly staff receive 1.5% increase

Benefits Fair

- PACE will have a table with swag and a drawing (sign-up sheet passed around)
- Tena has been preparing for nominations

New Employee Orientation

- New employee orientation has changed and would like PACE to be involved with the activities and PACE table. Daniel will create sign-up genius for PACE to participate.

Presidential Search

- Review the email that was sent out and submit any questions you may want to ask the finalist.

Transition Committee

- Open forums for presidential candidates
- Events celebrating President Holland (basketball game, legislature, women’s leadership lunch (Paige), and video booths will be set up to record message to the Hollands
- Briefing book will be given to the final candidates to give them a sense on how things work.

Senator Reports

Academic affairs (Bonnie Mortensen):

- Area hoped 2.5% compensation increase for employees, but will explain the intricacies to them
- Has also had issues with pro-card audit
- Area likes Spring break vacation opposed to Fall break

Alumni & Development (Amie Huntsman):

- People wondering if benefits were going up

Finance & Administration (Nikki Scott):

- Frustrations with procurement and procedures

Planning, Budget & HR (Cameron Evans):

- Open enrollment April 16 – May 11 | Benefits fair – April 18 | UVfit ends April 30

Student Affairs (Valarie Wells):

- Area prefers vacation day on Spring break

University Relations (Candida Johnson):

- Graduation and commencement
- Exempt employee's workload issue, discussion included:
 - Under staffed -- can't hire more PT because they don't have the skill level or the funds
 - Picking up extra slack for those who no longer work more than 40 hours (non-exempt)
 - If you are interested in continuing dialogue email Mark Wiesenberg

Committee Reports**Benefits (Jennifer Agla)**

- Employees will appreciate the university taking the benefits cost burden off employees
- If you have employees with concerns send onto Jennifer

Bylaws/Procedures (Brett McKeachie):

- Constitution amendments proposed need response by April 1 (will run two weeks in newsletter)
- PACE Review bylaws and think about what you have done for PACE general meeting report (Shalece will make copies of what we share at the meeting)

Employee Recognition (Irene Whittier):

- February wolverine sightings 77
- PACE distinguished employees will be recognized during fall forum in August

Marketing & Communication (David Tobler):

- Suggestion box -- add date feedback was received, keep as running list, link from suggestion page, include link or subject expert contact in response, and note they will need to check back for response (maybe even include answers in weekly email). Nathan will give assignment to team to add to response on form to help close the loop.
- Dave will bring analytics of where they are going on the website
- PACE is currently not on template project list
- Analytics since January 1: 39% events page / 12% homepage / 7.5% past awards / 6% wolverine sighting / 2% tuition and perks

Policy Review (Kristen Nuesmeyer):

- Kristen will start to gather information on how many polies we have reviewed.

Professional Development (Daniel Delgadillo):

- Employees enjoyed professional development and had request for another one or during SU
- Staff Education and Staff development funds will be open at the beginning of June

Service & Scholarship (Kellie Hancock):

- Student scholarship deadline on April 1
- Goodwill transition in process

Important Dates:

- UVU night with the grizzlies – April 7 at 7 PM (\$10 ticket and service fees)
- Staff Fall Forum – August 13
- Summer University is May 14-16
- Next meeting is April 17 at 1-3 PM in SC 213c
- May Meeting is during Summer University so we will move meeting to May 8.

Minutes taken by: Stacy Fowler

Meeting adjourned at: 3:00 p.m.