

**Meeting Minutes****April 26, 2011****443 Food Science Building, 1pm to 2:00pm**

**Members:** Sara Ashcraft, Heather Besecker, Terri Cravener, Rhonda Demchak, Tara Homan, Glenn Myers, John Pecchia, Kimberly Ripka, Travis Waltz, Donna Warner  
**Chairwoman:** Sara Ashcraft called the meeting to order at 12:45 pm.

**New Business:**Meeting with Dean McPheron**Layoffs:**

The college has been given permission to apply the Retirement Incentives Program (RIP) to employees that are 60 years or older and have worked in the college for 15 years, or have worked in the college for 35 consecutive years. The only other group in the university allowed to apply this program is outreach. This program was designed to be fair and take some of the pressure from layoffs off the staff and educators. Candidates (120 individuals with 50 faculty) for this early retirement have been contacted and given applications and 45 days to decide if he/she wants to take retirement and that must be submitted by May 16<sup>th</sup>. The Applicant is then given seven days of buyer's remorse. There are three termination days June 2011, December 2011, or June 2012. By providing this program a potential \$10 million of salary savings could be achieved. The average participation in this program is 30% so if that is achieved that could be \$3 million in salary savings. The reason for this is the salaries from the applicants who retire are moved from permanent funding to temporary money and then the salaries are paid from there. This is unless a position that is lost needs a new hire. The beneficiaries of this program will receive full, taxed salary in two lump sums. Since the application of this program is going to recover salary monies, layoffs will be unknown until the RIP applicants make their decisions and the state budget is determined. In the RIP if the applicant takes the retirement for June 2012 they will not be laid-off June 2011. There will be retirement workshops for the applicants.

**New Human Resource Policies Effective May 1st:**

HR34 explains the employee conditions and layoff policies. The change is now there is a new layoff policy. This policy almost entirely eliminates bumping. Instead of seniority being the priority detail, now the first consideration is fit to the job, second is past documented job performance, and third is seniority. This does not include union employees. There is also a new severance payment. For layoffs of standing appointment positions that have worked: <1year-there is none, >1year- will get a package of 4weeks of pay plus one week for every year of service from 1 – 22 years. Fixed term positions are not eligible for a severance package. The severance package does not affect unemployment.

**Budget:**

Instead of layoffs pay cuts and no pay days have been discussed but neither of these ideas has gained any traction as yet. As far as the state budget goes it seems that

## **SACD Minutes**

**April 26, 2011** (Continued)

the politicians are favoring the college. Another idea that is being reevaluated is the cell phone reimbursement policy. In 2009, \$100,000 was spent for this policy; the college is reevaluating this policy to decide if it is still a necessity. The ACTS program may be reevaluated in the future, but realistically it does not cost that much in the grand scheme of a balanced budget, plus it provides benefits to the employees that are included in this program.

Ag Futures/Restructuring:

The timing for the restructuring is ~1 year away from implementation. The dean is hoping to be functioning under the new structure by summer 2012. The restructuring process is to be finalized in May. The dean is responsible for the academic restructuring and will get guidance from the provost, and from faculty. The goal is to have students finish their program they are enrolled in. The extension restructuring is going to be based on geography, administration, and reporting.

Parking:

The charges for parking are unknown for the 2011-2012.

### **Old Business:**

Ideas:

Reduce phone service in room or printers in rooms where they are not being used. The food science did this. Kim says that the department can request information about the usage of the phones in each room.

We also want to work on getting equal access to information for staff

May Meeting:

The meeting on May 10<sup>th</sup> has been moved to 504 ASI and is a 1pm.

Spring College-wide meeting:

The spring college-wide meeting will be May 11th from 2:30-4pm. We will have the room at 2:15 so we have time to set-up the Adobe Connect. Jill Musser will be a presenter. Dean McPheron will also give a presentation on College Updates, and the Staff Laureate Awards will be presented.

The dean suggested that we have someone from HR come to the meeting and talk a little bit about the two new HR policies.

The meeting was closed at 2:30pm

Respectfully submitted,  
Sara Ashcraft  
Department of Entomology