Minutes of the Human Resources Committee

University of Kentucky Board of Trustees
Tuesday, May 14, 2013
Room H - 18th Floor Patterson Office Tower

Committee Members Present

Terry Mobley, Chairperson, Sheila Brothers, Irina Voro

Members of the Board of Trustees present: John Wilson

Guests: Mike Adams, Staff Senate Chair and Terry Olson, Staff Senate Issues Committee Chair

The meeting was called to order at 9:35 a.m. Terry Mobley asked for a motion to approve the minutes of the May 8, 2012 Human Resources Committee meeting. Irina Voro moved the minutes be approved as written; the motion was seconded by Sheila Brothers and passed by unanimous vote.

HRCR 1, Proposed Revision to Administrative Regulation: University of Kentucky Retirement Plan

Terry Mobley reviewed HRCR 1 which recommends changes to the University of Kentucky Retirement Plan as defined in Administrative Regulation (AR) 3:1. Changes to this AR include: 1) authorizing the EVPFA to execute and amend a Retirement Plan Investment Policy Statement; and, 2) to utilize an appropriate committee(s) and/or consultants to assist with the execution of the Policy Statement. A Retirement Plan Investment Policy Statement will provide parameters to the retirement carriers and consultants as it relates to adding and removing investment fund choices with each retirement carrier. Terry Mobley stated that HRCR 1 addresses concerns sensitive to all of the University's employees. Kim Wilson remarked that the Investment Policy Statement would give direction to UK's Retirement Plan Administrators (Fidelity and TIAA-CREF) and the consultant as it relates to the investment menu. An independent consultant would be used for menu selections and would be licensed and take on a fiduciary role in decisions. They would monitor funds so we have funds that are best in class. A committee would be used to receive recommendations from the consultant. It was suggested the committee consist of two faculty representatives, one Benefits Committee representative, two or three staff from Treasury and a couple of staff from Human Resources.

Irina Voro asked if this is new and, if not, who made these decisions before. Kim Wilson responded this is totally new. Irina Voro asked if this change was endorsed by the Staff Senate. Mike Adams said a presentation regarding the change to AR 3-1 was made to the Staff Senate and there was no opposition. Sheila Brothers asked how the process would work. Kim Wilson stated there are funds outside of Fidelity and TIAA-CREF and the consultant would monitor all funds, analyze their performance and make recommendations to the committee. Terry Mobley commented that there is no down side to this change. Its sole purpose is to provide guidance to enhance our retirement offerings. It can only benefit those that wish to be benefitted.

Terry Mobley asked for a motion to adopt HRCR 1. Irina Voro moved for approval, Sheila Brothers seconded, and the motion for approval unanimously carried.
Presentation - Annual Staff Senate Report — Staff Senate Chair Mike Adams reviewed some of the items from the previous year’s report. He stated the mission of the Staff Senate is to disseminate information to staff and from staff back to administration. He is most proud of the creation of the Shared Leave Program and the CRISIS (Crisis Relief in Situations Involving Staff) Program. Both of these programs are “staff helping staff” programs. The Staff Senate sponsors the UK Appreciation Day and the Outstanding Staff Awards Ceremony.

Mr. Olson, Chair of the Staff Issues Committee, expressed his appreciation to the Human Resources Committee for the opportunity to present a follow up report on key issues pertaining to staff.

Key areas covered included:

- The staff merit increase pool to include a 2% cost of living increase.
- Continued focus on supervisory training
- Bullying Policy
- Staff/Faculty Ombudsman Office

Sheila Brothers asked Mike Adams to speak to the difference in faculty raises and staff raises. Mr. Adams said faculty raises were a 5% merit raise and staff raises are 2% across the board to all employees and the other 3% is on merit. Irina Voro said it depends on the college. Calendar year 2012 performance evaluations will be used for merit raises. Sheila Brothers stated the raises were an example of the Staff Senate and the President working together and finding common ground. The Staff Senate proposed the 2% across the board and the President wanted 5% merit.

Kim Wilson introduced Erika Chambers as the new Work-Life Director. She has been with Human Resources almost 2 months. She comes from Southern California where she worked for a utilities company. Ms. Chambers has 10 years of experience in Human Resources with 7 of those years focused in the area of Work-Life. We are glad to have her at UK.

Sheila Brothers requested that similar presentations from the Staff Senate be done on an annual basis.

There being no other business the meeting adjourned at 10:05.

Respectfully submitted,
Mary Carol Plambeck