

Human Resources and University Relations Committee Meeting Minutes  
May 3, 2016

8:30 AM, Patterson Office Tower, 18<sup>th</sup> floor

Committee Members Present: Sheila Brothers, Mark Bryant, Angela Edwards, Robert Grossman, John Wilson

Other Board Members Present: C. B. Akins Sr., Keith Gannon, Cammie Grant, Kelly Sullivan Holland, Robert Vance

Sheila Brothers, serving as committee chair in the absence of Chair Terry Mobley, called the meeting to order at 8:30 AM.

A motion was made by committee member Angela Edwards to approve the minutes from the June 18, 2015, committee meeting. Motion was seconded by committee member John Wilson. Motion carried, minutes approved.

The minutes from the December 15, 2015, meeting will be voted on at the next committee meeting.

Trustee Brothers welcomed and introduced guests, Joey Payne, UK Chief Benefits Officer, Human Resources; and Marcy Deaton, Associate General Counsel, UK Office of Legal Counsel. Trustee Brothers asked the committee if they had questions regarding the Proposed Revision to Administrative Regulation: University of Kentucky Phased Retirement Policy. Trustee Brothers noted the following revisions to the AR include:

1. Require employees to confirm eligibility for participation with Human Resources prior to submitting a written request to their departmental administrator for phased retirement.
2. Clarify that the approval process begins with the employee submitting a phased retirement proposal to their departmental administrator for determination of the unit's ability to accommodate the request. If the departmental administrator determines the unit can accommodate the request, the application is forwarded to the appropriate dean or director for consideration. Final approval remains with the appropriate senior leader (President, Provost, or Executive Vice President).
3. Establish a maximum full-time equivalency (FTE) of 80 percent while on phased retirement and a maximum duration of three (3) years.
4. Clarify that salary and vacation leave during phased retirement are proportional to the employee's FTE and University-provided benefits that are based on salary (such as disability, life insurance, and Accidental Death & Dismemberment [AD&D] coverage) and remain at the equivalent level of the employee's full-time salary prior to entering the program.

Trustee Brothers added that this proposal has been reviewed by the University Senate, Staff Senate, Employee Benefits Committee, and Regulations Review Committee. The President, Provost, Executive Vice President for Finance and Administration, and Vice President for Human Resources support the revisions.

Motion was made by committee member Robert Grossman to approve proposed revisions and seconded by committee member Mark Bryant. The Committee did not have questions and unanimously approved the revisions made to Administrative Regulation: University of Kentucky Phased Retirement Policy.

At the conclusion of reviewing the UK Phased Retirement Policy, Trustee Brothers thanked Joey Payne and Marcy Deaton for their work on the proposal. She called for other committee business.

Motion was made by committee member Mark Bryant to adjourn and seconded by committee member Angela Edwards.

Meeting adjourned at 8:36 AM.