

(APPROVED)
Supervisory and Confidential Council Minutes
June 15, 2010
Gil 025, 2 p.m.

S&C Council Representatives in attendance: Sheri Bishop, Irene Elbert, Donna Uhlenhopp, Karla Whitney, and Janet Witt

Other Representatives: Michelle Byers

Others in attendance: Sherri Baldwin, Jackie Burvee, Bonnie Farland, Wayne Fauchier, Tresa Habinck, Cheryl Nedrow, Kathy Schwanz, Joseph Tyler, Coleen Wagner, Doug Widen

1. Call to Order

Chair Irene Elbert called the meeting to order at 2 p.m.

2. Minutes of May 25, 2010 Meeting

Minutes of the May 25, 2010, meeting were approved with one minor change. (Whitney/Witt).

3. Personnel Changes

There were no personnel changes reported.

4. Appreciation to Sheri Bishop

Sheri Bishop was thanked for completing the S&C Council representative term vacated by Claudia Meyer when she retired. Sheri was presented with an appreciation plaque for her service to the S&C Council. Joseph Tyler was welcomed as the new S&C Council representative effective July 1.

5. P & S Council/Human Resources Update (Michelle Byers)

Michelle indicated that she was unable to attend the recent P&S council meeting, but according to the minutes there were no items discussed that would relate to S&C council interest.

There are numerous grant positions being advertised at this time. Dept. of Residence has begun their staffing for the fall. Open enrollment continues for P&S/Supervisory employees.

The Board of Regents approved increasing the TIAF-Cref to 9% for next fiscal year. Retirees were affected in the same manner.

6. Review of Clerk IV and Secretary IV positions

AFSCME has asked that the Board of Regents have the universities look at the position responsibilities for Clerk IV and Secretary IV positions to ensure those positions are adhering to the confidential and supervisory status. As part of the AFSCME agreement, AFSCME is their right to ask for the review of the positions. Upon completion of the review of each position, some may move to the bargaining unit. All Regents' institution is reviewing those positions. UNI has 19 clerk IVs and 9 secretary IVs. It is recommended that a comprehensive review be completed to identify supervisory relationships. The timeline is vague; the process may need to be completed as early as September 2010 or as late as January 2011.

In 2008 there was talk of looking into Clerk IV positions to see if they should be part of the bargaining unit. Jane Close had completed a study at that time. Irene circulated copies for review by those in attendance.

Michelle explained that “confidential employees” are defined in the Iowa Code as “having access to the bargaining unit who could use that information against negotiations. We currently have 4 in the confidential status at UNI. Moving these positions to the bargaining would be a potential for increased AFSCME membership. While it is uncertain how seniority would be affected by these moves to the bargaining unit, current contract language indicates that those hired prior to July 1, 2003, would be grandfathered in. Michelle is not sure how it would end up for those hired after July 1, 2003. HRS will probably give the employment dates and have that be the seniority dates. It looks like the classes would be split. There could be a supervisory Clerk IV and a non-supervisory Clerk IV.

Michelle explained that the health benefits for S&C vs. AFSCME Merit are different. There are more options for the AFSCME Merit employee group. The family premiums are less expensive for AFSCME employees. Moving some employees to the bargaining unit would make the S&C employee group smaller. The dental coverage is slightly different for both groups. The life insurance for S&C is 2.5 times the employee’s salary, vs. 2.0 times the employee’s salary for bargaining unit employees. The accruals for vacation and sick leave are the same for both units. The TIAF-Cref university match is the same for both units. Bargaining unit employees have transfer rights, where as S&C employees do not. Transfers for the bargaining unit are based on seniority. If seniority is retained that is a good thing. Clerk IVs and Secretary IVs are already at the highest classification level. Layoffs are determined at levels within series and by seniority. According to Michelle, it seems like the AFSCME conversations have focused on Clerk IVs.

The supervisory definition is if the employee is providing administrative supervision over another employee as well as work assignments. They would hire/fire, and evaluate the other employee.

Michelle didn’t think there would be a significant change to the S&C health insurance premiums if some of its group members were moved to the bargaining unit.

Any S&C employees with questions regarding the review may contact Michelle Byers in Human Resources.

7. Elections

Janet indicated that 29 individuals voted in the recent S&C Council elections. Joe Tyler was elected to begin his term effective July 1. Irene explained that the representatives will be holding a meeting in July to assign offices and plan for the new year. Sheri was thanked again for her contributions to the council.

8. Other

Irene is unsure of the President’s plans for meeting with the S&C Council for the upcoming year. There will be a dedication of the Multimodem transportation center this fall. For next year, we will need another nominee for staff excellence. The RISCAC is currently filing a grievance for reimbursement for the leap year to receive eight hours vacation pay.

9. Next Meeting

July 20, 2010, 2 p.m., Gil 025.

10. Adjournment

The meeting adjourned at 2:35 p.m.

Respectfully submitted,
Donna Uhlenhopp