

## **UNCSA All-Staff Meeting**

February 13, 2020

Human Resources Update

### **Welcome from Elizabeth & statement of mission of Staff Council**

- Staff Council fosters a positive and respectful working environment by advocating for the interests and concerns of each Staff member. While advancing and supporting the mission and goals of UNCSA, the Staff Council:
  - Serves as a liaison between the Staff, the administration, and the Chancellor,
  - Promotes a sense of community among all school employees;
  - Provides regular communication to staff on issues affecting staff members;
  - Reviews policies and procedures and make recommendations to the Chancellor and/or administration;
  - Encourages professional and personal development of the Staff;
  - Represents issues and concerns of the Staff through our delegates to the statewide UNC Staff Assembly.

### **Reminders**

- Employee Engagement Survey: deadline February 18<sup>th</sup>. Respond honestly and openly so that we can make the positive changes we need to make on this campus.
  - The 2020 Employee Engagement Survey was emailed to employees on Feb. 4<sup>th</sup> and everyone has their own unique link to ensure confidentiality.
- Staff Council Chili Cook-Off
  - MySA Announcement: <https://www.uncsa.edu/mya/announcements/20200129-chili-cook-off.aspx>
  - February 18<sup>th</sup> – 11:00am to 1:00pm in Eisenberg Social Hall
  - Cook-off guidelines: <https://www.uncsa.edu/mya/docs/announcements/2020-chili-cornbread-cookoff-rules.pdf>
  - Eaters Welcome!!! Admission for those who want to eat is to bring donations for the Pickle Pantry
    - Requested Pickle Pantry donations: cereal, canned meats (tuna, chicken, salmon, beef stew), peanut butter, spaghetti sauce, rice (white and brown), mac'n'cheese, canned vegetables.
- UNCSA Human Resource is having an Open House on Friday, February 14<sup>th</sup> from 9:00am to 12:00pm
  - MySA Announcement: <https://www.uncsa.edu/mya/announcements/20200203-hr-open-house.aspx>

### **Meeting:**

- We solicited questions from staff so this might be a little bit of myth-busting
- Guests: Matt Brody, Chris Chiron, & Angela Mahoney; moderated by Elizabeth White

### **Introductions of guests and their histories**

- Matt Brody – Senior Vice President for Human Resources and Chief Human Resource Officer
  - Provides leadership and strategic direction for human resource programs, strategies, and services system-wide to about 47,000 permanent employees
- Chris Chiron – Associate Vice President for Employee Relations and University Equal Opportunity Officer

- Responsible for managing employee relations policies (including performance management, disciplinary action, and grievance procedures) and adverse weather and emergency closing policies for the UNC System as well as overseeing employee engagement (rewards and recognition, employee services, professional development and engagement studies) and equal opportunity programs.
- Angela Mahoney – UNCSA Human Resources Director.

**Topics of Meeting:**

- System Office HR vs. Institution HR – What is the difference?
- System-Wide Employee Engagement Survey
- State Health Plan
- State Budget
- Paid Parental Leave
- Compensation System (Career Building)
- Q&A

**System Office HR vs. Campus HR**

- tradition within UNC system of governance that there is a chain of command but by design the day-to-day is local
- one point of confusion is UNC system HR does not make local salary decisions as that is made on campus HR office
- ARE a source of HR office expertise
- in the background are the go-to HR people
- develop HR policies
- there are a number of salary consultation and approvals that do come to their office for approval, though.
- 2 retirement plans: TSERS and optional retirement plan (run out of system office)
- are recipient from requests for information from many, many bodies asking for information
- run a shared-service payroll for 8 campus
- All day-to-day operational HR items are handled on campus

UNC System HR	Campus HR
<ul style="list-style-type: none"> <li>● System-wide HR subject matter expertise</li> <li>● HR policy development and administration</li> <li>● Approve salary and position actions</li> <li>● Liaison to State HR and benefits providers</li> <li>● Staff BOG P&amp;T Committee</li> <li>● Manage optional retirement plan</li> <li>● System-wide HR reporting</li> <li>● Payroll shared services</li> <li>● Convene campus CHROs</li> </ul>	<ul style="list-style-type: none"> <li>● Employee relations</li> <li>● Internal communications</li> <li>● Benefits customer service</li> <li>● Employee training and professional development</li> <li>● Recruitment and staffing</li> <li>● Policy interpretation</li> <li>● Position management</li> <li>● Salary administration</li> <li>● Employee records</li> <li>● Employee recognition</li> </ul>

**System-Wide Engagement Survey**

- happens every two years as part of the UNC Strategic Plan
- Began in 2018
- get actual feedback aside from watercooler talk

- What is the point of the survey?
  - there are problems in the survey that allow us to focus our efforts
  - there are things that can change on a local level and there are things we can change at the system level and this survey allows us to bring hard data to our decision makers and make progress
  - allows your voice to be heard and see how you compare on campus, with others in the system, and then with other institutions
  - allows us to correlate it with turnover and engagement
  - not a magic button to fix everything, but allows us to be fixing things and allows us to have the conversations that we should be having
  - strong identification with our employees and the mission of what we are working on strongly
  - there are a lot of things people feel good about based on the last survey at 63% positivity, some things to look out for with 24% neutrality, and some things to work on with 13% negativity
  - we've renewed efforts with professional development and employee recognition (at the System Office for example)

### **State Health Plan**

- Clear Pricing Initiative: State Health Plan was creating their own state health plan apart from BCBSNC and it caused a big uproar with a lot of the providers and a lot of attention to this in the media
  - as this situation evolved, the State Treasurer was set on increasing transparency on costs and what we are paying for in terms of our health care
  - at the end of the day, the state health plan wound up supplementing the Blue Cross plan so that our employees were not out of network
  - we need to make sure the burden of our healthcare is carried across everyone, not just our employees
- what should we expect in the coming year?
  - lessons were learned, the hospitals are going to have to work together if they want to craft their own provider network
  - MB still predicts that 800k people will not end up out of network
- UNC Institutions run health schools, why can't we have amazing health care?
  - state statute mandates our participation in the state health plan and we are not allowed to make our own plan.
  - they've begun to hold the line, though, on dependent premiums as they are WAY out of market (which is also legislative)
- Treasurer Dale Folwell said if we keep going on our track we will run out of money in three years, is that going to happen?
  - MB: I cannot speak to him specifically, but if that does, premiums could go up, certainly, so yes it is possible. Health Care is complicated.

### **State Budget**

- this was not a banner year on raises
- where we landed is that state employees got a 2.5% in year 1 and 2.5% in year 2, We got .5% in year one and 1% in year 2
- we at least need to be equivalent with our state employee counterparts
- MB: not drawing any political parties here, I just want everyone to get paid
- Governor vetoed all bills put forth so far and we are now at an impasse.
  - we are lobbying to work with governor to get us our salary appropriation at next general assembly in April

- we have no annual raise process and no bonus leave—not happy with this process
- Institutions are encouraged to use available funds for salary improvements using existing rules for increases as needed.
  - UNC System Office is really pushing for us
- “Some public school employees”
  - For certain levels of teachers (but I, MB, focuses on what I can get for our employees).
  - what I worry about is we are addressing some parts of the picture and not others
- “What are the reasons the GA would give employees a .5% and not more?”
  - because they think we can handle the rest on our own
  - our legislature puts a great deal of money in the university system
  - some campuses have more money than others, though, and more sources of revenue
  - some other campuses are more dependent on state funds
  - it’s an expression that the university has the resources but we might need to evaluate how we are allocating them and what needs to be done with them to continue to be competitive
  - convince them that, yes we have a lot of resources, but yes we need to invest them in our employees and our campuses and students

### **Paid Parental Leave**

- Must have given birth September 1, 2019.
  - Allowing some extending beyond that for bonding time, executive order for those that have reported to elected officials
  - MB was explaining that the Governor’s staff got parental leave, which allowed us to have a stronger case for leave for university employees
- Were funds for paid parental leave included in the budget?
  - No. Usually this is taken care of institutionally instead and coworkers pick up slack or extra employees are hired, etc.

### **Paid Holidays:**

- we get 12 per year
- campus has authority to move them around as needed (i.e., to make a full week)
- Given the choice (MB) would allow us to have the full two weeks closed days, paid, but the state legislature does not allow more than three. After that it’s up to the institutional level
- Can an employee choose not to be paid those days?
  - Yes, but it can be complicated, done on campus-level, because it can make leave difficult.
- AM: we will be closed on 12/30 and 12/31. Most people take time off these days anyway. If you have a particular concern, please talk to HR directly

### **Compensation System**

- SHRA: we are still in career banding. We’ve been in it 12 years
  - it’s starting to show it’s age and we are in the beginning stages of changing that (will probably be incremental over the next 3+ years)
  - will have a better sense of this mid-2020
  - Other state agencies are working out kinks to make sure it does not detract what we are able to do under career banding
  - really are sort of mandated to go to this

### **Other Questions**

- 20% cap on in-house promotions?

- Chris: when recession hit, many restrictions on salary increases and catches what could be done. Over the past few years those have only started to go away
- Matt: for SHRA the 20% or higher comes to system office for approval and there is a small number that has a concern, but most get approved.
- You might have guidelines on your campus, but with the system office, no.
- To get a raise, do you have to work at another university or private sector and then return to UNCSCA to get higher position and/or pay?
  - no, the job market changes and the reality is that budget is different outside of the system
  - Chris: a lot of this falls on the recession and restrictions on salary that were put in place at the time
  - Matt: to be candid, we have equity and salary compression issues. You might have been hired 5 years ago and the budget and labor market might not have been in high demand then so you were not hired at a high rate. Now, the job market might be higher, your employer might be forced to hire someone at a higher rate of pay than what you were hired at, and while it's not fair, it's the reality of the economy.
- What advice do you have for employees to request a raise or for employees who change jobs but then their old job is posted at a higher salary?
  - have a very candid conversation with your boss
  - could be a wake-up call for them, could be an opportunity for you to go learn new skills or other professional development opportunities
  - sometimes a manager can do something about it, sometimes they can't
  - you're not going to force your way into a raise
  - apply for your old job if it's at a higher pay: the manager might not have been looking at the labor market and if you apply for that position again, you might get that raise you want
- How can we improve/create career paths for UNCSCA employees or across UNC System? Answered by Angela Mahoney
  - we've started Professional Development for supervisor trainings
  - we will begin starting career path training and tracts down the road
  - HR Link: <https://www.uncsa.edu/mysa/announcements/20200207-supervisor-trainng.aspx>
- PD should be done at the local level
- What are the efforts to improve the applicant pools, particularly in terms of diversity, for the Chancellor search and other faculty/staff hiring?
  - UNCSCA has two recruiting services we use, that HR finances that is free for departments to use—Local job network and HERC (Higher Ed. Recruitment Consortium.)
  - Matt: we do not want to just focus on race and gender diversity for our Chancellors, but also that they represent the campuses they serve, but have a breadth of experiences, but also candidates that come from North Carolina, too.
  - handling 4 Chancellor searches right now
- Perma-temps?
  - funding: the department would have to have the funding, and that would need to have to be a discussion between the department, budget, and HR. because if they work, take their 30 days, and come back, it looks like more of a permanent position and it could be a permanent part-time position
  - System office, considering a change to the policy with a term limit at 24 months, at end there would be 6-month break.
  - Fairly committed to ending the practice of perma-temps
  - Term limits for limited hours worked? (yes)
- teleworking policy

- Refer to the UNCSA policy on telecommuting. There is a form for supervisor and HR reviews it. Not every position may be able to do it but the policy is available but it has to work for the department

### **Adverse Weather, Condition 2**

- Seems unfair: yes, MB, I agree
- we have been unsuccessful in changing legislative policy so far
- MB has been working on this for 5 years
- it has to apply to all state government agencies

### **Further Questions:**

- SF: bonus leave, did not seem equitable to those getting ready to retire, any hours over 240 goes into sick leave...?
  - Chris: strange rules they put in.
  - if you have more than 240 hours of vacation year, it goes to your “bonus leave” and keeps resetting into there
  - from the legislature, beyond our control
  - HR has launched their liaisons in each department to get info out to each department in order to spread info to campus
- With new PD program, there’s a session titled “Understanding your Leave,” if you have any questions
- Clarification on temporary policy?
  - Less than 25 hours on regular basis?
  - Independent contractors is separate and outside HR rules, follows IRS rules.
  - Under consideration is the case if you work more than 25 hours per month, for 2 years, you take the 6 month break. If you work less than 25 hours a week, they you’re exempt from having to take a break in employment

Thank you for having us! We love UNCSA; it is well loved and it is because of all of you.