



Governing Board's Human Resources Advisory Committee

February 11, 2021
8:30 am – 10:20 am

Summary Notes

In Attendance: Catherine Ripley, Helena Rodrigues, Jeff Silvyn, Carleen Thompson, Dave Bea, Aida Vasquez

Not Present: Luis Gonzales, Paul Bellows

Note Taker: Sasha Goldstein

1. Call to Order and Introductions

Dr. Bea, Executive Vice Chancellor for Finance & Administration, called the meeting to order at 8:32am. Introductions were made between tenured Committee members and two new members, Ms. Ripley and Ms. Thompson. Ms. Ripley is the new Governing Board member, and Ms. Thompson is the new AVC for Human Resources.

Due to a quorum not being achieved, no action items will be approved, nor will any motions will be carried today. This meeting is informational.

2. Old Business

a. Compensation/Classification Study (Ms. Vasquez & Dr. Bea)

The study's project manager, Aida Vasquez, has been receiving positive feedback from the study's Steering Committee meetings. We are consistently posting updates on the internal HRIS site, EmployeeConnect, to create engagement and offer transparency. This is the same platform where employees can access the upskilling software.

The current focus is collecting Position Description Questionnaires (PDQs), which has over an 82% response rate so far from our staff. Faculty will not complete PDQs because they have their own policy regarding increases. They also do not have the same evaluation system as the staff. We no longer offer step progressions, so faculty members are eager to find out how this will lead into regular increases, such as performance-based pay or market alignment. Faculty members may move up in paygrade based on educational attainments, which is not available to the staff.

We have clearly and publicly stated that we're not looking to decrease anyone's pay. If their position's market rate gets classified at a lower level, their salary will stay the same.

3. New Business

a. Public Safety Personnel Retirement System Liability Funding (Dr. Bea)

College employees are required to participate in either the Arizona State Retirement System (ASRS) or the Optional Retirement Plan (ORP). You have the option of electing the ASRS defined benefit plan or a defined contribution plan, i.e. the Optional Retirement Plan (ORP). The Finance & Audit Committee have endorsed targeted funding for this to 75% over the next 5 years (approx. \$1mm/year). Comparatively, this is right in the middle versus many other organizations who are lower. We have the resources thanks to Proposition 481 having been passed.

b. Committee Membership

Dr. Bea stated the need for community members to join this Committee. Representatives should be varied in their areas of Human Resources expertise. Ideally, we would have at least one member from each of the following backgrounds: K-12, University, private sector, the City of Tucson and/or Pima County, and the non-profit sector. Dr. Bea urged the Committee members to get the word out and bring candidate suggestions to May's meeting.

4. Committee Member Comments

Ms. Rodrigues shared that there were many learning moments since completing the U of A staff's classification and compensation study last January and generously offered her assistance to us. Transparency was most valued, as the aspect of "change" was found to be the most challenging for employees. A meeting will be scheduled between her class/comp team and ours.

Adjournment: The meeting concluded at 9:22am

Next Meeting: May 13, 2021 Via Zoom Teleconference

Future Agenda Items:

1. Classification/Compensation Study *(add as a regular agenda item for updates throughout the project)*