Minutes of P&A Board Meeting
Thursday, April 24, 2014  1:15 pm -2:15 pm
N548 Elliott Hall

Present:
Kevin Haroian, Mike Baxter-Kauf, Mark deRuiter, Edward Eiffler, Deborah Jane, Margaret Rodgers, Jeremy Rose, Ginny Steinhagen, Klaas van der Sanden

The meeting began with a discussion of how to best network with other P&As. Kevin has signed up to be P&A Senate Outreach Chair; this will provide the opportunity to talk with other P&As and get them engaged in governance. The Chairs of subcommittees are part of the P&A Consultative Committee and meet with central administration.

Lisa Bachman, HR Director for CLA had planned to meet with the P&A committee at this meeting but she was ill. She sent information, which we discussed.

CLA’s new staff appraisal form
We saw a draft of the performance appraisal. It is optional for teaching P&As, (the faculty model is a better fit), but next year this appraisal will be required for Civil Service and AFSCME reviews.
We had questions about the weighting of various categories, such as the employee’s self-evaluation vs. the supervisor’s evaluation. Also, do employees have the opportunity to evaluate their supervisors?

Collegiate Compensation Plan
There is 2.25% in the pool for merit and there will be an additional .25% pool reserved for special merit at the college level.

After discussing the compensation plan, the board decided to invite the new Dean, John Coleman to meet with the P&A Board to discuss issues such as multi-year contracts, representation and better communication.

Engagement Survey Results
The P&A Board asked if the Engagement Survey results can be broken out so that we could see P&A information, but results are not being reported by employee group at the University or the College level.

P&A Promotions and Job Family Work
Lisa Bachman noted that “there is some uncertainty about this at the moment” and “we may not seem the same type of P&A promotions series going forward with the new job family work.”
The P&A Board plans to meet with Lisa Bachman to discuss P&A promotions.

Elections:
Edward noted that we need clear deadline for applications.
Open positions:
P&A Senate - 2 senators needed (3 year term) 1 alternate needed.
CLA P&A Board - 5 representatives needed (2 year term)
CLA Assembly - 2 representatives needed (1 year term; term may be extended to a 2nd year)
CLA Course Review - 1 representative needed [must have advising responsibilities primarily] (1 year term.)
CLA Curriculum, Instruction and Advising - 1 representative (1 year term)
CLA Promotions and Academic Leaves – 2 representatives needed (2 year term)

Please fill out the UM Google form (https://docs.google.com/a/umn.edu/forms/d/1DRlDC_9b0dJu_Po3QwN6Sel7vpAjulZHPWAFfq_2IT8/viewform) and submit it by Monday, May 19, 2014.

Other issues:
Online courses: the Online 15-week long Spanish courses were cancelled by CCE – is there a chance of getting them reinstated?

P&A Pay Rates: There is also a question about the size of the income gap between P&As and faculty. P&A rates are low compared to other Big 10 universities. We should look at income numbers across a class, such as P&As teaching languages, and gather information. Could some of the inequities be worked out with special merit? Kevin will e-mail Katherine Louis about this, and we will try to address this issue.

Action items:
Encourage colleagues to volunteer for P&A positions

Next Meeting: Thursday, May 22, 1:15 – 2:15 (N548 Elliott Hall)