

Minutes of meeting on 10-19-05

AP staff will be paid twice a month (the 15th of month and the last business day of the month) beginning in January of 2006. This is due to Human Resources conversion to Banner in January.

Open enrollment for benefits was opened earlier this year than in the past; again, this is due to Human Resources conversion to Banner in January.

Health care benefits have increased. Our committee has tried to communicate to the APs that an increase was coming. We had no knowledge of how much we would be asked to shoulder. As of our last meeting on September 20, 2005, the discussion was still about a gradual increase to 10% over a three year period. This increase does not just affect the APs. The increase is one that is across the board and affects the COTs, APs, Faculty and Executive Officers. To accept or reject the increase was not an option of this committee.

The University Academic Senate (UAS) had proposed another strategy which was being reviewed and considered by Human Resources. It was still being reviewed when we met last month. Human Resources did not implement this plan because it was felt that GVSU employees would have had to shoulder more of the cost than the 10% that was decided upon.

The increase appears steep; please keep in mind other factors.

1. GVSU is giving all employees a base salary increase of \$450.00 as of January 1, 2006. Because this is part of our base, future increases (raises) will use the new, higher (+\$450.00) base salary to add the % increment on. By making this change the hope is that we will have better raises. And let's hope we do not get anymore bad (horrible) Michigan state budget news!
2. We are also going to be paid twice a month instead of every other week (beginning January of 2005) so a larger deduction will need to come out of our pay.

A change in our flexible spending accounts for 2005 was also brought to the meeting. We were told that participants can be reimbursed for 2005 expenses up to March 15, 2006. Please contact Human Resources if you have questions about the specifics of this.

We have contacted Human Resources to arrange for Pre-Paid Legal Services to come to both the Allendale and Grand Rapids campus to discuss their services. We will get the dates and times out once these have been set. We want this open to all GVSU employees.

Our discussion of changes to the length of service awards was agreed to. We have brought to the AP Committee that President Murray sent a congratulatory letter to GVSU staff that have been with the university for 5 years. We have also asked that

consideration be given to offering the APs an additional day off for 10 years of service, two days off for 20 years of service, etc. The recommendations were given to Scott Richardson.

Competitive salaries were also discussed. There are several resources available to APs if you would like an idea of what the market pays.

Linda Yuhas, in Human Resources, receives College and University Professional Association (CUPA), a national professional organization for Human Resources in higher education. One of their services is market surveys. Linda said she would be happy to meet with anyone who would like to have their position reviewed. Please call her at 1-2215 to arrange a time.

Pat Nanzer also added that many administrative professional positions have compensation market data that is available through GVSU. There are some positions that are unique and information would be harder to find for those positions.

Pat provided to the committee, and we are passing it on to you, the information on where to find these resources for compensation data for your position based on factors unique to the university as well as your profession. The following information may be useful in determining whether your position is affected by market and salary compression:

Your professional associations are a good source for compensation data.

Women Don't Ask: Negotiation and the Gender Divide, by Linda Babcock and Sara Laschever.

West Michigan Non Profit Compensation and Benefit Survey.

GVSU Salary Book – available at the checkout desk of the library.

Online resources: Salary Wizard, What are you worth? <http://careerbuilder.salary.com>
Linda Yuhas noted that online salary resources may not be reliable because there is no monitoring of that information to confirm accuracy.

The above resources are available at the GVSU Library.

Our next meeting is November 15, 2006, in the Fletcher Room (106) in the Student Services Building (Allendale campus), from 2:00 to 4:00.

As a final note I would like to give you the names of your representatives on both the AP Salary and Benefits Committee and the AP Committee. I would also like to remind you that the AP Committee posts the sub-committee and AP Committee minutes each month on the AP Committee homepage <http://www.gvsu.edu/ap> as a way to keep you informed of upcoming changes.

	AP Salary & Benefits Committee	AP Committee
Group 1	David Cox	Steven Leeser Marc Scharphorn
Group 2	Jody Gore Brenda Mitchner	Michelle Burke Kathleen Vanderveen
Group 3	Karen Burchard Sherry Barricklow (Sherry will attend when Karen cannot)	Bob Holcomb Betty Schaner
Group 4	Sue Votsch	Jennifer Allard Sue Sloop
Group 5	Linda Davis	Chris Lewis David Vandersloot
Group 6	Jean Conzelmann Pat Nanzer	Steven Lipnicki Jennifer McCaul