

A&P Association Special Steering Committee Meeting  
February 5, 2008  
1:00pm-2:00pm

**Attendees:** Rachel Bukanc, Alison Cruess, Angel Cummings, Kathy Hughes, Lance Hunt; Jeanne Middleton, Michael Neglia, Kathy Ritter, John Sharp, Lance Taylor; Kellie Woodle

**Update on Florida Universities benefits data comparison**

Angel reported:

- one thing not listed in the data is telecommuting, but she did say all universities in Florida offer telecommuting except for New College.
- in terms of capturing turn over, the codes in banner are not broken out in a way that can track the information we want
- the data for question number nine (salaries) is too difficult to pull
- the next step of the redesign project is the roll out of titling and then the Market Analysis. After the analysis is produced, the University will look at where it wants to be in terms of market and how that can logistically be achieved. The analysis uses data from the Jacksonville market and 4 comparable schools: Florida Gulf Coast, Florida Atlantic University, University of West Florida and New College. The titling piece will hopefully come out at the end of this month.

The group discussed:

- whether or not we needed to request more information on turn over and it was decided to table that request at this point. The group was unsure if the data would be useful to A&P
- what benefits to consider requesting
- what type of strategy would work best. Do we want to present a lot of requests in hopes of getting one or two or focus on just one or two to begin with?
- the importance of looking toward the future and not just asking for something that could be implemented soon. The group is interested in starting initiatives that would benefit the university in the long term. Also, the data and discussions we have now can be used in the future.
- even though the university has experienced high and low points in regards to the budget and the economy, this has been a harder year than ever before. The steering committee recognizes these constraints.

Alison proposed we request the following:

- 1) Closing UNF for winter break yearly
- 2) Additional educational benefit hours for dependents/spouse in the form of raising the hours from 3 to 6 and also adding graduate hours for dependents/spouse
- 3) A&P Personal Day

Discussion of the 3 points:

- 1) **Closing UNF for winter break:** Lance Taylor put in the motion for the President of A&P to meet with the President of USPA to discuss presenting this request to President Delaney jointly. All members affirmed. The group decided it would make sense to move forward now instead of later in the year with the request since it involves a process that includes board review. Alison will be checking to see if there is a specific protocol that should be followed by A&P to pursue the request.
- 2) **Additional educational benefit hours for dependents/spouse:** Lance Taylor put in the motion to gather additional data before making any requests. All members affirmed. Angel will be gathering data: How many A&P employees currently use the benefit for dependents/spouse. Alison will be checking to see if there is a cost to the university if we add this benefit and what that cost entails.
- 3) **A&P Personal Day:** The group recognizes that this is a more difficult request to obtain since it involves comparison of current A&P leave to current USPA leave. The group decided to table this request for now.

Further Discussion points:

- Angel noted that the data from the sheet had since changed. Angel provide the following information:
  1. UF & FSU both have formalized layoff proposals (According to Rachelle UF may be holding off, FSU is proceeding with their layoff plans. FSU plans to lay off 218, 118 Faculty 100-other staff. 40 of these positions are vacant). UF & FSU are in a hiring freeze with positions being advertised by exception only (formalized and reviewed by each VP).
  2. FAMU –layoff appx 20-50 employees (no designation regarding whether faculty or staff). No mention of hiring freeze or anything else at this time.
  3. USF—Reviewing layoffs (no other details as to how many). Immediate hiring freeze and halt of all PAF’s (meaning no promotions, SPI’s, Reclasses, etc.).
  4. FAU—Immediate freeze on travel, equipment purchases, hiring of budgeted and non-budgeted employees (OPS).
- Angel brought up that all the universities have some sort of layoff plan and it was asked if we could have a copy of that plan

Next Meeting - we will review:

- Information on the educational benefit for dependents/spouse
- A&P committee elections