

Meeting: Fringe Benefits Committee (FBC) 2016/2017

Date: 11/14/2016, 3:00 PM, Taylor Room at Rubin Campus Center

Attended: Fabienne Miller (Chair), Eric Chojnowski (Human Resources), Jodi Hogan, George Kaminiski , Hugh Lauer, Paul Reilly, Kenneth Stafford, Kevin Wheeler

Not Present: Glenn Gaudette, Monika Maslen, Brian Savilonis, Jagan Srinivasan, Dan Amsden

Minutes submitted by Ken Stafford

Agenda / Notes:

The minutes of 7 Nov 2016 were approved as submitted with the correction of Paul Reilly as an attendee.

Vacation Policy Proposal Discussion for Exempt and Non-exempt Employees:

Chair began by restating the original intention of this discussion: To provide a method for newly-hired staff to take some vacation time during their first year (or partial year) of employment. The scope had broadened in previous discussions to more institution-wide vacation initiatives. The committee agreed that they would limit the current discussion to focus on the original concern.

The committee then recognized that there had been three basic options considered:

- 1) A Vacation Accrual Proposal (henceforth called VAP).
- 2) A Special Transition Proposal (STP)
- 3) A New-hire Vacation Bonus (NVB)

These options were then discussed and evaluated with regard to fairness (ie: new hires vs old hires), potential budget and operations impact, and management challenges.

The NVB was to provide a notional half pro-rata vacation time to new employees that could be used within their first year or partial year of employment. Following that session, all employees would follow normal vacation policies. As this amounted to a net budget increase and was deemed as unfair to previously-hired employees, it was eliminated from further consideration.

Importantly both VAP and STP will have the same budgetary impact over the length of an employee's employment.

The VAP was to implement a system of accrual such that new employees could take vacation as it was earned rather than having to wait until the next fiscal year start. From a fairness viewpoint, it would be best implemented for existing employees as well. Member Lauer presented a paper detailing the notional implementation/implications of this proposal and summarizing previous discussions of the committee.

The STP plan was then discussed. Essentially this program only affected new employees and allowed a transition program into the existing vacation system.

A general comment concerning both proposals was the management challenge of predicting annual budgets based upon the uncertainties of how many vacation days/year employees would take.

Eric Chojnowski will gather data on the departments that are likely to be most affected by the proposed change of policy (namely, Campus Safety and Facilities).

Meeting was adjourned at 4:00 PM.