

MaPSAC

Management and Professional Staff Advisory Committee

To: MaPSAC Members
From: Cameron Ward, Chair
Subject: Minutes for January 12, 2022 via Teams

1:30 pm Item #1 – Call to order; Adopt Agenda

Cameron Ward, Chair

The Chair called the meeting to order at 1:30pm
A motion to adopt the agenda was made by: Elizabeth Gray
Motion was seconded by: Colleen Banter
Motion passed.

Item #2 – Approve Minutes

The Chair asked for any corrections/additions to the December 2021 minutes.
Wesley Shoop asked for the following changes to be made: Internal hires regarding new positions only getting a 0-5% raise was the exact issue brought up with David Krull
A motion to approve December 2021 minutes with amendment was made by: Megan Brashear
Motion was seconded by: Hugh Gardner
Motion passed

Item #3 – Announcements

- Written reports for all committees are due to [Kristen Miller](#) by noon Thursday prior to the full meeting
- Nominations for Vice Chair
 - Send e-mails to Cameron and/or Amanda for any questions regarding the position
- Roll Call
Members Present: Stacey Baisden, Colleen Banter, Bill Bell, Megan Brashear, De Bush, Stephanie Dykhuizen, Amanda Emmons, Hugh Gardner, Elizabeth Gray, Carrie Hanson, Dan Howell, David Huckleberry, Ryan Ickert, Joe Levell, Kristen Miller, Christal Musser, Samantha Obeyesekera, Jacklyn Palm, Andy Pruitt, JJ Sadler, Wesley Shoop, Angie Sigo, Michael Springer, Anna Subramaniam, Jacquelyn Thomas-Miller, Kerry Ticen, Cameron Ward, Yang Yang

Item #4 – University Officers' Reports

Mr. Bill Bell, Vice President for Human Resources

- **COVID:**
 - Positivity on campus = 20%, (fall = 1.72%)
 - Drive through option at Purdue West
 - Continue to do testing for any University travel, routine testing of faculty/staff/students
 - Suspending any testing for personal travel purposes (until at least Jan 24th)
- **Healthy Boiler Portal:**
 - Asking members to register and provide any feedback
 - Reminder e-mail sent out this week
 - Mobile app available to streamline information input
- **CARE.COM:**
 - Looks like we will not be renewing our contract. Still working on details.

Item #5 – Questions regarding subcommittee written reports (see attached reports)

- Compensation & Benefits Shoop/Chapman
 - David Krull will be making website updates to reflect that internal hires 0-5% raise limits are only guidelines not policy.
- Membership & Communications Sigo/Gray
 - MaPSAC vacancy and voted to wait to fill the position until the membership drive
- Professional Development Musser/Palm
 - Wrapped up grant process for fall. 21 eligible, 14 grants were made. Posted in Purdue Today Monday of this week. They will be posted on our website soon.
 - Spring grant process opens Feb 1st. Year of 2022.
- Executive Committee Emmons
 - Vice Provost Peter Hollenbeck was the guest speaker on 1/12/22

Item #6 – Regional campus reports and university committee written reports

- Purdue University Fort Wayne Gordon
- Purdue University Northwest Bachmann
- College of Engineering Dean’s Staff Advisory Council Ticen
- Staff Awards of Excellence recently
 - EAP Selection Committee Springer
 - Eudoxia Girard Martin Award Musser/Dykhuizen
- Met in person with the winner (BME) to present award and take picture
 - Healthy Boiler Committee Chapman/Shoop
 - New Employee Experience (NEX) Emmons
 - Recreation and Wellness Advisory Board Pruitt
 - Retirement Planning Committee Banter
 - Spring Fling Levell/XXXXX
 - Staff Memorial Ward/Emmons
 - Survey Oversight Committee Dykhuizen
- Stephanie Dykhuizen has replaced Colleen Banter as the representative.
 - University Policy Committee Sigo
 - University Senate Emmons/Ward
 - University Senate Advisory Ward/Emmons
 - University Senate Faculty Committee: Staff Appeal Board Traffic Regulations Springer
 - University Senate: Committee for Sustainability Sadler/Subramaniam
- Divestment passed and will go on to University Senate for review and approval
 - University Senate: Equity and Diversity Standing Committee Bush
 - University Senate: Faculty Compensation & Benefits Committee Obeyesekera
 - University Senate: Parking & Traffic Finley
 - University Senate: Vision Arts and Design Committee Mull

Item #7 – Old Business

Item #8 – New Business

- Strategic Plan 2022-24
- 1st reading: Reviewed the current document with full committee
 - Member should e-mail suggested changes to Cameron in the next two weeks so that changes can be discussed and voted on by Executive committee.
- Food Drive – Jan 18th

Item #9 – Adjournment

A motion to adjourn was made by: Michael Springer

Motion was seconded by: Elizabeth Gray

Meeting was adjourned at 2:45pm

The next meeting of MaPSAC will be Wednesday, February 9, 2022 – Teams

Item #10 – Winter Social

Item #5– MaPSAC Subcommittee Written Reports

Compensation and Benefits

November 8, 2021, 12-1pm; Teams; Called to order at 12:01PM by Wesley Shoop

1. **Attendees: Wesley Shoop, David Huckleberry, JJ Sadler, Yang Yang, Samantha Obeyeskera, Anna Subramaniam, Amanda Emmons, Colleen Banter, and David Krull**
2. **November Comp&Benefits meeting minutes were approved with no objections.**
3. **HR Report (Candace)**
 - a. N/A
4. **Compensation (David)**
 - a. The majority of the meeting was dedicated to discussing the compensation guidelines for Purdue employees who are hired by another unit or for a new position.

David Huckleberry provided background information from previous Comp&Benefits meetings about this being a guideline of the 0-5% pay raise and how it seems to be enforced like a policy. David Krull showed the committee the HR “Supervisor Toolkit” and then went to “Compensation” and then to a “Comp 101” presentation/training and showed a specific slide in the training to state how supervisors are trained in compensation guidelines:

COMPENSATION GUIDELINES
Applying philosophy and structure to pay decisions

Purpose

- Ensure alignment with our philosophy
- Provide consistency and transparency in decision making
- Provide managers with tools and context for making pay decisions
- Streamline and speed the decision making process

Guidelines are just that...a guide

- Pay practices and decisions that fall within the guidelines require no additional approval
- Expect that most situations will fall within the guidelines
- On occasion there may be a sound business reason to do something outside the guidelines
 - Must engage with compensation
 - Generally requires senior leader approval

David Krull said that these are only guidelines. If something needs to be outside of the guidelines, there are additional conversations and senior-level approval to go beyond the guidelines.

David Krull stated that the current [“Position Changes and Pay Band Impact” webpage](#) is not current and are not to be seen as policies. From this conversations, two changes were proposed by David Krull:

- Change the title that these are only guidelines.
- Standard treatment to change to “Consult Compensation for Discussion” instead of “Small increase may be warranted (0-5%)” for the “Different job in the same career level with a higher pay band” row.

David Krull has to work with his marketing team to get the website updated, so it may be until next semester with winter break coming up.

The point of this was that the current scope and duties are the same as your new job, but the market is saying that the pay is worth more. Therefore, the small increase keeps you in the pay band.

There are factors that may contribute to a person leaving a position with a higher compensation than someone who comes in who is new to the position such as: Who was in the position previously? How long were they in that position? Maybe the person in the position had more experience and value? David Krull emphasized that the senior leadership in a unit does have the final say in the compensation of the individual after the manager feels it should be raised to the senior leader. This is a discussion, now, between the business manager/DFA and wanting to raise up the price.

David Huckleberry mentioned that in the specific situation we heard in previous Comp&Benefits meetings, a Dean said that they did not have the final authority and it was a 5% increase only and that they lost the person and had to go with an external candidate at the rate that was approved that was higher than the 5% increase only that would have been provided to the internal candidate.

David Krull said that his team says, “This is why we are comfortable with this amount. If you want to go higher, the senior leader has to approve it.” When discussing the timeframe of this specific situation, David Krull shared that there were 2 new members brought on around the time of the specific situation we heard (March/April) and potentially there was a training issue. His team shares that this is what they are comfortable with, but it can go beyond that, if approved.

When discussing how we can utilize this information to ensure everyone knows that these are guidelines, it was suggested that we should provide this information to departments so they know that it is a suggestion and that the compensation team are providing recommendations that they are comfortable with.

David Krull will commit to talk to his team in his Monday morning meeting about when consulting with units that they have the final say. Need to fix these misunderstandings across campus and when guidelines apply.

A series of questions were asked to determine when the budget for a position is determined and why an internal candidate requires a further discussion to fit within a budgeted vs. an external candidate that does not need this additional discussion. There were questions about why the difference exists and why the proposed change to the website mentioned earlier is necessary when it is not the same for internal vs. external candidates. David Krull was unsure why someone would leave Purdue when they could get a small increase. We shared that they are treated differently if they are not an external candidate. He shared that getting a new position at Purdue is considered a promotion – promoted to a new job – and should still closely follow the regular promotions guidelines within the same position.

Overall, external can go up to payband mid-point without an additional conversation, but internals do if it is beyond 0-5% of what they currently earn. When asked why this difference is necessary, David Krull shared that it was for budgetary reasons. When asked about changing policies about treating internal and external candidates the same regarding compensation, David Krull said he

would bring it up to Bill Bell, but he was unsure Bill or the other senior leadership team would consider it.

David Krull confirmed that he will talk to his team on Monday, update the website, and take suggestion about internal/external candidates and how they are considered to higher ups.

For next month, we would like to follow up with David Krull to ensure we have the correct information on why there is a difference, should there be a difference, and updates on his items.

1. Committee Reports:

- a. Joint Stakeholders meeting – Canceled 11/8 by Candace
- b. Retirement Committee – Samantha for Colleen. Retirement funds Purdue has and how they are performing and satisfied with the funds they have invested. There is some lack of service with Fidelity with a turnover of people. A question about TIAA was asked.
- c. Senate Sustainability Subcommittee— JJ shared that this faculty senate committee is discussing and voting on the complete divestment of fossil fuels from the Purdue endowment.

2. Old Business

- a. Purdue Today with Adedayo and in SuccessFactors. Adedayo wanted to meet today, but we had a long meeting with David Krull. He will meet with us next meeting to have plenty of time to discuss the changes.

3. Reminders

- a. Comp&Benefits social hour will be determined at another time.

4. Adjournment

- a. Colleen moved to adjourn and Samantha seconded. With no objections, the meeting adjourned at 1PM.

5. Next meetings

- a. Regular: Wednesday, January 12, 12pm via Teams

Membership and Communications Subcommittee

None Submitted

Professional Development

None Submitted

Item #6 - Regional Campus Reports and University Subcommittees' Written Reports

None Submitted