

## CIVIL SERVICE e-IN TOUCH NEWSLETTER - JUNE 2006

**ABOUT THIS NEWSLETTER:** *It is the goal of the Civil Service Committee to keep all constituents informed of issues that can affect employment, salary and benefits at the University of Minnesota. For this reason, we send our monthly e-In Touch to all Civil Service employees so identified through data in the Human Resources (PeopleSoft) system. If you have received this newsletter incorrectly, we cannot remove your name from the database. Instead, please contact your HR representative to check your employment data in the system.*

### CHAIR'S REPORT

Greetings! May was another busy month . . . a time of transitions and new beginnings.

#### June Meeting

The Civil Service Committee meeting is scheduled from 9 a.m.- Noon Thursday, June 29, in Coffman Union Campus Club's Conference Rooms B and C. Dann Chapman, Director of Benefits, will speak about health insurance benefits issues from 9:30 to 10 a.m. Vice President Kathy O'Brien is scheduled from 10:30 to 11:15 a.m. to present a progress report on strategic positioning. The meeting also will include recognition of outgoing members and a welcome to new members.

#### Election News

Congratulations to the new members and new alternates of the Civil Service Committee. Our new members are: Karen Lovro, Karen Ellis, Christopher Bucksa, Susan Rose, and Susann Jackson. Lori Nicol will serve a second term. Our new alternates are: Michael Allen, Nancy Fulton, and Linda Rudd. Rick Densmore and Susan Cable are returning for another term as alternates. This is a great new group and the continuing members of the Civil Service Committee look forward to working with these outstanding new members and alternates.

Many thanks are extended to the outgoing members and alternates of the Civil Service Committee: Joe Jameson, Bonnie Marten, Brenda Boever, Pat Hara, Susan Gustafson, and Ken Angwenyi. This group includes past and current officers and current subcommittee chairs. Their work and service is greatly appreciated. Many thanks also to Dorit Hafner, past chair, for her leadership and participation, especially with the Merit Pay Work Group. A full list of current and outgoing members is at the bottom of this report.

Thanks to all of you who participated in the 2006 Civil Service Senate elections. We had a very good slate of candidates and nearly 800 participants in the voting. Our new Senators, elected to represent the following units for three-year terms, are:

#### AHC

Nancy Casey  
Anishka Jayaswal  
Amy Olson  
Amy Radtke

#### AT-LARGE

Tim Hoagland  
Patricia Snodgrass

#### PROVOST

Mary Berg  
Susan Viker

#### DULUTH

Linda Eastman

Congratulations! The Civil Service Committee looks forward to another year of strengthening our working relationship with our Senators.

#### May Meeting Recap

Mike McGlynn and Chel Stewart from the Office of Human Resources gave a presentation at the May meeting on human resource issues relating to the Wave 1 colleges. Human Resources has been working on seniority lists and working with new units on job placement issues. No Civil Service staff will lose seniority in the transition. Human Resources also feels that layoffs due to the mergers will be at a minimum. Many Civil Service staff members in Wave 1 colleges have already moved to other jobs in other units. We look forward to working with Human Resources as mergers roll out and as other changes related to strategic positioning come to fruition.

As always, thanks to all of you who contacted Civil Service Committee members with comments, suggestions, and queries. Keep those cards and letters coming!

#### **Matt Bowers**

#### **Civil Service Committee Chair**

[mattb@umn.edu](mailto:mattb@umn.edu)

#### **For More Civil Service Information . . .**

For more information on Civil Service Committee meetings, the committee membership and the work of its subcommittees, please visit the Civil Service Committee website at <http://www1.umn.edu/csc> or e-mail the committee at [UM-UCSC@LISTS.UMN.EDU](mailto:UM-UCSC@LISTS.UMN.EDU).

#### **TWIN CITIES STAFF DAY 2006**

Thousands of staff turned out on Tuesday, June 6, to enjoy Staff Day 2006 on the Twin Cities campuses. This year's meal included hamburger or veggie burger with chips, apple, cookie and a beverage. The gift was a U of M blanket. Many thanks to the Staff Day Committee and all the volunteers for their hard work on this great event.

We have received many comments about Staff Day 2006 and we know those lines for food and the gift got very long. We have passed on suggestions to the Staff Day Committee for next year's event.

**TWIN CITIES STAFF:** If you were unable to attend Staff Day, but still wish to pick up a staff gift, please note the following information:

- **St Paul Campus:** Take the invitation and/or University Staff ID to 203 Kaufert Lab between 11 a.m. and 1 p.m. Monday, June 12, through Friday, June 16.
- **Minneapolis Campus:** Take the invitation and/or University Staff ID to Burton Hall between 11 a.m. and 1 p.m. Monday, June 12, through Friday, June 16. Someone will be sitting in the first-floor hallway distributing gifts.

#### **INTRODUCING 2006-07 CIVIL SERVICE COMMITTEE MEMBERS**

##### **(1) At-Large (Units not included below)**

New: Karen R. Lovro, Recreational Sports, Minneapolis  
Continuing: Kathryn Olson, Space Management Office; Heather Powell, U Card Office, Minneapolis; Margaret Wolfe, Chair, University Relations, Minneapolis  
Outgoing: Joseph Jameson, Capitol Planning Program Management, Minneapolis;  
Bonnie, Marten, HRMS Project, Minneapolis

##### **(2) Coordinate Campuses**

New: Karen J. Ellis, Continuing Education, Morris  
Continuing: Linda Olcott, UMD Facilities Management, Duluth; Gary Willhite, UMC Residency Life-Security  
Outgoing: Brenda Boever, Academic Advising-Academic Affairs, Morris

### **(3) Vice President for Academic Affairs and Provost**

New: Christopher Bucksa,, HHH Institute of Public Affairs, Minneapolis;  
Susann L. Jackson, Boynton Health Service, Minneapolis

Continuing: Cathy Marquardt, Office of Regulatory Affairs, Minneapolis;  
Lori Nicol, Plant Biology, St. Paul

Outgoing: Matt Bowers, University Libraries, Minneapolis; Patricia Hara,  
Psychiatry, Minneapolis

### **(4) Vice President for Academic Health Center**

New: Susan Rose, Epidemiology, Minneapolis

Continuing: Sharon Beckford, AHC Human Resources, Minneapolis; Diane  
Parker, Dentistry, Minneapolis; Karen Tschida, Medical School,  
Minneapolis

### **Alternates**

New: Michael A. Allen, Housing & Residential Life, Minneapolis; Nancy I. Fulton,  
Office of Information Technology, Minneapolis; Linda M. Rudd, North  
Central Research and Outreach Center (NCROC)

Continuing: Rick Densmore, Facilities Management, Minneapolis; Susan Cable,  
Office of Human Resources/STS, Minneapolis

Outgoing: Kenneth Angwenyi, Dentistry, Minneapolis; Susan Gustafson, Computer  
Science/Engineering, Minneapolis

### **Ex Officio**

New: Matt Bowers, Former Chair, University Libraries, Minneapolis

Continuing: John A. Felipe, Office of Equal Opportunity & Affirmative Action  
(EOAA), Minneapolis

Outgoing: Dorit Hafner, Former Chair, College of Natural Resources, St. Paul

### **2006-07 PAY PLAN**

The 2006-07 Civil Service pay plan is effective June 12, 2006. A pay increase of 3.5% will be distributed across-the-board or as merit pay for the small number of units who participate in the merit pay program. There is a 3% increase to the minimum and maximum salary ranges. For those who reach their maximum salary range there will be a one-time lump sum payment for the percentage amount exceeding the salary range maximum. As in past years, the pay plan includes in-range salary adjustment and Outstanding Service Award opportunities. If you have any questions about the pay plan or where you are in your salary range, contact your unit's human resources or payroll personnel. Read the full pay plan at <http://www1.umn.edu/ohr/toolkit/compensation/payplans/2006civil.html> .

### **OUR NEW WEBSITE AVAILABLE SOON!**

If you visit the [Civil Service website](#), you'll notice a big, red disclaimer that a new website is in the works. Well, we're almost ready to launch and hope to go live on June 19!

The Civil Service Committee is working with the University Senate Office to ensure that our website has the same look and feel you have come to expect from a University website. Over the next year, we'll work to refine the information offered, based on your feedback.

As we prepare to launch, please provide [comments](#) about the type of information you would like to see on the new site. We'll do what we can to meet your needs!

## **THERE IS STILL TIME!**

There is still time to apply for 2006-07 Senate Committee membership! ***Civil Service Senators are especially encouraged to apply!!***

### Positions available:

- TC Facilities & Support Services Committee (2 positions)
- NEW!! All-University Honors Committee (2 positions)

Please visit the University of Minnesota Senate web site to learn more about the work of these committees. <http://www1.umn.edu/usenate/office.html>

The application for civil service representation on committees is found on our website:

<http://www1.umn.edu/csc/application/subcommittee/subcommittee.html>

Applications may be submitted on-line or emailed as an attachment to Brenda Boever:

[boeverba@morris.umn.edu](mailto:boeverba@morris.umn.edu) . **Application deadline: June 23, 2006.**

Please consider joining other Civil Service employees on a University committee as we strengthen our role in the University governance process.

## **ABOUT YOUR RETIREMENT . . .**

How is your retirement shaping up or not shaping up? Well, now there is way to find out. Securian Retirement Services, a unit of Minnesota Life, provides retirement option for University of Minnesota employees. They recently reported that all of their Retirement Planning Modules are now on Securian's website ([www.umnplans.securian.com](http://www.umnplans.securian.com)) pre-log on. There are four different modules.

### 1. How much do I need?

This interactive retirement calculator provides you with a quick way to estimate how much money you might need for retirement.

### 2. How will my savings grow?

This retirement calculator tells you what you might expect for an average annual investment return given your current asset allocation (e.g., 60% stocks, 40% bonds) and based on historical returns.

### 3. Will I be able to retire?

This interactive retirement calculator provides you with a quick way to determine if you will meet your monthly income goal from your retirement savings.

### 4. Future Value Calculator

This interactive retirement calculator provides you with a quick way to determine the future value of a specified amount compounded for a specified number of years at a specified rate.

The first two calculators were designed for active employees, with the third calculator being designed for retirees (although they might find the second calculator also of value). The Future Value Calculator can be helpful to all employees.

In addition to the above, Securian has added a section to the module titled "Saving for Retirement" on estimating your retirement income needs (last section of the module) and they spend some time discussing long term care and planning for these costs (this was a request of the University Retiree group).

**Watch for the next Civil Service e-In Touch Newsletter on JULY 13, 2006.**

**Editor's Note:** *Due to circumstances beyond our control, you may not be able to access all the hyperlinks by simply clicking your mouse on the link. An option is to highlight the URL, copy, then paste it in your browser. We apologize in advance for any inconvenience.*