

Labor Management Meeting
December 13, 2005
115 Lang Hall

Members

<u>A</u> Rod Baker	<u>X</u> Michael Hager
<u>X</u> Susie Baker	<u>X</u> Shelly Hill
<u>X</u> Nick Bambach	<u>X</u> Dan Johnson
<u>X</u> Susan Basye	<u>X</u> Becky Junge
<u>A</u> Brad Bauler	<u>X</u> Dean Shoars
<u>X</u> Jan Flick	<u>A</u> Dave Smith

Jan Flick called the meeting to order at 10:33 a.m.

Approval of September 13, 2005 minutes

A motion was made by Shelly Hill to approve the minutes as written. Motion carried.

Printing of pay stubs and leave balances follow up

Susie reported that there are Custodians and Food Services employees who do not have access to printers to print a copy of their pay slips. Because leave balances are only available on line, there are also staff who do not have ready access to viewing and printing their leave balances.

Dean Shoars will follow up with Physical Plant staff, and Michael Hager with Department of Residence staff to identify employees who are without access to printers. Nick will contact the Payroll office. Kelly Flege and/or Linda Gruetzmacher from the Payroll office will be invited to the next L/M meeting to discuss the resolution of this issue.

TIAA CREF sessions during work hours

Susie reported that there are a few employees who have been told by their supervisor that they must use vacation time to attend on campus TIAA CREF sessions. Human Resources has not heard reports of employees being prevented from attending TIAA CREF sessions. It's been the practice that employees use excused duty to attend these sessions.

HR will work with employees and their supervisors on a case by case basis when there are reports about problems with using excused duty to attend on campus TIAA CREF sessions.

There was a question regarding the possibility of TIAA CREF sessions taking place in the evenings so that third shift employees would be able to attend during their work hours.

Jan Flick will contact TIAA CREF consultants to determine if evening hours would work for them. Access to buildings during evening hours may be a problem, however it will be investigated.

Posting of Food Service Supervisor positions

This was removed from the agenda because the issue has been resolved.

Light Duty

There have been a few reports that employees on light duty have not been able to return to their regular positions (because of existing medical conditions) even though they feel they are able to return. There was discussion about providing alternative duty positions so that these employees could work. It was noted that providing alternative positions would help to keep Worker's Compensation claims to a minimum. Susie reported that the Iowa Veterans Home currently has a alternative duty policy in place and that it has worked well for them.

Nick, Dean, Michael and Susie will work together to identify alternative positions. In addition, Nick will contact the Department of Administrative Services to investigate what's been done in the past regarding alternative positions and report his findings at the next meeting.

Union dues deductions for employees returning to work from layoff or medical leave

Susie reported a problem that union employees (who are on leave without pay for at least a month) have experienced when they return to work. Union dues don't automatically resume to be deducted from their paychecks. This was determined to be a Payroll issue and one that can be addressed by Linda Gruetzmacher or Kelly Flege at the next meeting.

The meeting was adjourned at 11:18 a.m.

Respectfully Submitted,
Sandy Law
Human Resources

Agenda for Tuesday, February 14, 2006 – Lang 115

Facilitator: Brad Bauler

10:00 – 10:30 – Labor Meeting

10:30 – 11:30 – Labor/Management meeting

1. Printing of pay stubs and leave balances (follow up)
2. TIAA CREF sessions (follow up)
3. Light duty (follow up)
4. Health and Safety Committee in the Department of Residence