

## HEEAPA Recommendations

### Recommendations for Budget and Control Board's Approval

Create a Council of University and College HR Directors to work cooperatively with the State Human Resources Division to oversee and manage the Higher Education Classification and Compensation System, to develop and maintain HR regulations, and to propose innovative HR practices and programs.
Ensure appropriate accountability to the Budget and Control Board through the continued role of the State Human Resources Division, data reporting requirements, and continued emphasis on auditing by SHRD.
Adopt a separate classification and compensation system that addresses the specific and unique needs of higher education institutions. The system should include: Job classes and unclassified titles specific to higher education; Separate salary schedule that reflects the market for higher education positions; Operating regulations that govern how the system will be managed.
Request that online organizational charts on the web pages of each institution be recognized as fulfilling statutory reporting requirements and determine how reporting data into a statewide data system will impact various other-mandated reporting requirements.

Approved by the Budget and Control Board at its 5/8/13 meeting. SHRD is working with the Council of University and College HR Directors to implement through monthly meetings.

### Recommendations Requiring Legislative Action

Modify current FTE reporting requirements and exempt higher education institutions from the FTE deletions processes. [Legislation]
Expand the definition of time-limited employee and allow institutions to create a new category of employee/position which allows for an annual appointment, is eligible for benefits, and can be paid from any source of funds. [Legislation]
Redefine the concept of temporary position to "no more than two years" for higher education institutions. [Legislation]
Consider extending probationary periods from one year to eighteen months or two years which is consistent with the current period for instructional personnel at the technical colleges. [Legislation]
Authorize an institution's governing board to approve negotiated personnel settlements, not to exceed one year's salary for the employee, or the statutory limit of \$100,000, whichever is less. [Legislation]
Exempt higher education institutions from the reporting requirements of 1-1-810 (Annual accountability reports by agencies and departments of state government). [Legislation]
Allow each institution's governing board to be final approval step when implementing a Voluntary Separation Plan (VSP) or a Retirement Incentive Plan (RIP), with SHRD providing consulting assistance as requested and making plans subject to audit by SHRD. [Legislation & Budget and Control Board Guidelines]
Allow College and University Presidents to excuse missed work time in the case of closure of the institution in an emergency situation. [Legislation]

### Recommendations Requiring Clarification or Further Action

Clarify the authority and responsibility of the governing boards of each institution in approving policies and procedures to implement the separate HR regulations.
Implement the proposed plan to transition reporting of higher education data to SCEIS no later than December 31, 2013.
Request the SHRD to work with the institutions to develop and implement a separate set of model HR policies tailored to the particular needs of higher education institutions.
Request further discussion with SHRD regarding the institutions' concerns about trial periods served by employees who transfer from another state agency.
Request the SHRD to review of the administrative error criteria to ensure that all legal requirements are met in the most efficient method possible.
Review the current processes for approving and documenting dual employment and update the regulations governing summer and overload pay to provide greater simplicity and administrative efficiency.

A. Will be included in legislation.

B. SCEIS advises should be done by 7/1/2014.

C. & D. & F. Discussions have begun and will need to be addressed in future regulations for higher ed.

E. SHRD plans to conduct training for the higher ed community in 2014 on this issue.

A committee of the Council of University and College HR Directors is drafting legislation with the help of Ed Evans.

A.  
B.  
C.  
D.  
E.  
F.