

MINUTES OF THE MEETING OF THE  
HUMAN RESOURCES COMMITTEE OF THE  
BOARD OF TRUSTEES OF THE UNIVERSITY OF LOUISVILLE

March 18, 2021

In Open Session

Members of the Human Resources Committee of the University of Louisville Board of Trustees met at the Student Activities Center Ballroom, Belknap Campus, both in-person and virtually at 1:03 p.m. on March 18, 2021, with members present and absent as follows:

Present:       Mr. Randy Bufford, Chair  
                  Mr. Al Cornish  
                  Mr. James Rogers  
                  Mr. John Smith

Other Trustees

Present:       Mr. Scott Brinkman  
                  Dr. Raymond Burse  
                  Mr. John Chilton  
                  Ms. Sabrina Collins  
                  Ms. Diane Medley  
                  Ms. Mary Nixon  
                  Ms. Diane Porter  
                  Prof. David Schultz

From the

University:   Dr. Neeli Bendapudi, President  
                  Dr. Beth Boehm, Executive Vice President and University Provost  
                  Mr. Dan Durbin, Vice President for Finance and CFO  
                  Mr. Thomas Hoy, General Counsel  
                  Dr. Jasmine Farrier, Vice President for University Advancement  
                  Mr. Ralph Fitzpatrick, Vice President for Community Engagement  
                  Mr. Vince Tyra, Vice President for Athletics and Athletic Director  
                  Dr. Toni Ganzel, Vice President for Academic Medical Affairs  
                  Mr. Mark Watkins, Sr. Associate Vice President for Operations  
                  Ms. Mary Elizabeth Miles, CHRO & Assoc. Vice President for Human Resources  
                  Ms. Sandy Russell, Assistant Vice President for Enterprise Risk and Compliance  
                  Mr. John Drees, Sr. Associate Vice President for Communications & Marketing  
                  Ms. Shannon Rickett, Assistant Vice President for Government Relations  
                  Mr. Walter Newell, Treasurer/Controller  
                  Dr. Michael Mardis, Dean of Students & Vice Provost for Student Affairs  
                  Mr. Rehan Khan, Vice Provost and Chief Information Officer  
                  Ms. Beverly Santamouris, Asst. Controller, Dir. of Inst. Accounting & Reporting  
                  Mr. Michael Marquette, Director of Financial Analysis

Dr. Michael Wade Smith, Chief of Staff and External Affairs  
Dr. Kevyn Merten, Chief of Staff for the EVP for Research and Innovation  
Dr. David Jenkins, Dean, Kent School of Social Work  
Dr. Emmanuel Collins, Dean, Speed School of Engineering  
Dr. Charlie Leonard, Int. Dir., National & International Scholarship Opportunities  
Dr. Lori Gonzalez, Vice Chanc., Academic, Faculty & Student Affairs, UTHSC  
Ms. Jessica Murnock, Executive Officer to the President  
Prof. Richard J. Lamont, Chair, Oral Immunology, and Infectious Diseases  
Prof. Richard Germain, Challenge for Excellence Chair, Supply Chain Mgmt.  
Prof. Sean Beirne, Director of Equine Industry Program  
Prof. Haribabu Bodduluri, Dept. of Microbiology & Immunology  
Prof. Jeff Guan, Assoc. Dean for Programs, College of Business  
Prof. Lynn Boyd, Senior Associate Dean in Management  
Prof. Bibhuti Sar, Director of Doctoral Program, Kent School of Social Work  
Prof. Wei Zhang, Chair of Dept. of Computer Engineering & Computer Science  
Mr. Todd Kneale, Director of Total Rewards, Human Resources  
Mr. Michael Marquette, Director of Financial Analysis  
Ms. Bethany Smith, Fellowships Coordinator, Honors Program  
Ms. Madeline McCloud, Student  
Ms. Natasha Mundkur, Student  
Mr. Jake Beamer, Boards Liaison and Assistant Secretary

From UofL

Health: Mr. Ken Marshall, COO

## I. Call to Order

Chair Bufford called the roll and having determined a quorum present, called the meeting to order at 1:03 p.m.

### Approval of Minutes, 12-10-2020

Mr. Cornish made a motion, which Mr. Smith seconded, to approve the minutes of the December 10, 2020 meeting.

The motion passed.

## II. Information Item: Benefits Administration Committee

Mr. Kneale briefed the trustees on the Benefits Administration Committee (BAC), the formal plan administrator and named fiduciary of qualified retirement plans sponsored and maintained by the University.

Using the presentation, **attached**, Mr. Kneale explained that an RFP was conducted to select

an investment advisor to assist the BAC in managing the UofL plans. CAPTRUST was selected.

Mr. Kneale then fielded questions from committee members.

No actions were taken.

### III. Update from VP for Human Resources

Using the **attached** presentation, Ms. Miles provided an update to committee members on the Human Resources organization. Highlights included:

- The Cardinal Experience
- COVID-19
- Communications and support
- Health and Wellness
- Compensation and Total Rewards Study
- HCM/ERP System

VP Miles then fielded questions from committee members.

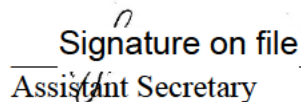
Chair Bufford thanked the vice president for her report.

### IV. Adjournment

Having no other business to come before the committee, Mr. Rogers made a motion, which Mr. Smith seconded, to adjourn.

The motion passed and the meeting adjourned at 1:32 p.m.

Approved by:

  
\_\_\_\_\_  
Signature on file  
Assistant Secretary

# Human Resources Committee Board of Trustees

Human Resources Updates

March 18, 2021

# Benefits Administrative Committee (BAC)

- The BAC was formed to serve as the formal plan administrator and named fiduciary of qualified\* retirement plans sponsored and maintained by the University
- An RFP was conducted to select an investment advisor to assist the BAC in managing the UofL plans
  - 14 firms responded to the RFP
- Cammack Retirement Group (now CAPTRUST) was selected in February 2021
  - Cammack Retirement Group merged with CAPTRUST effective January 29, 2021
- CAPTRUST is currently getting plan data from Fidelity and TIAA to review as part of their assessment
- Four (4) 2-hour meetings are being scheduled between early April and mid-May to review the results of CAPTRUST's assessment of the UofL plans
- Decisions on next steps will be based on the review with CAPTRUST and their recommendations

\*University of Louisville 403(b) Retirement Plan & University of Louisville 457(b) Plan

# Benefits Administrative Committee (BAC)

Standing Members	Title
Dan Durbin	VP & CFO
Tom Hoy	General Counsel
Todd Kneale	Director, Total Rewards
Mary Elizabeth Miles	VP, Human Resources
Sandy Russell	VP, Risk Mgmt, Audit & Compliance
Rotating Members	Title
Jose Fernandez (2-year term)	Chair & Associate Professor (Faculty Representative)
Mike Kramer (3-year term)	Director, Endowment & Gift Ops
Jared Neal (3-year term)	Accountant III (Staff Representative)
Vince Tyra (1-year term)	VP, Director Athletics

# The Cardinal Experience



- COVID-19 Vaccine
- Post COVID-19
- Retirement Contributions



# Community of Care COVID-19

*"Shoutout to Andrea Williams, Jeanne Draper, Donna Bartman, Cortland Esch, Tim White, and Katherine Stevenson, IT Services staff. Campus Health Services recognizes all ITS staff who coordinated the overall process to move us to the new electronic medical record. Their work with the vendor, various units/departments, technical discussions with the vendor, UofL Health/ULP, and internal IT staff when necessary, **helped us to succeed**. They have been **pleasant, prompt and well versed** in the issues related to this project. Great job!"*

*"Shoutout to professional advisors within every academic unit who have **worked relentlessly to help our students** through the pandemic. Their outreach efforts have been **crucial to keeping our enrollment** strong and our students on track."*



# Community of Care COVID-19

*“Shoutout to Angel Batista Viamonte, tech specialist intermediate with IT Services, for all his **hard work and dedication** to the HR Team. He is incredibly responsive, patient and committed to excellence. He **lives the Cardinal Principles**, which is evident through his work and interactions with others. We want to thank him for all he does for us and are so glad to have him as a part of our HR team!”*

*“Shoutout to Ryan Simpson, program director in the HSC Office of Diversity and Inclusion, for hosting group sessions for the Kentucky Spinal Cord Injury Research Center. Ryan allowed our staff to consider the complex issues of implicit bias and microaggression in the workplace. We thank him for **encouraging us** to have hard conversations and push the boundaries beyond what feels comfortable. Our team **learned to engage in self-exploration and reflection** and realized that anti-racism work and unlearning years of implicit biases is a life-long journey.”*

# Community of Care

## Communications & Support

- Unemployment Fraud Claims (website & support)
- ULARP Meetings & Quarterly Communication
- Retirement Plan Financial Investment Advisor
- Learning Cafes & HRtalks

## Health & Wellness

- Vaccination Coordination
- On-Campus Testing Locations
- Cardinal Self-Check App
- On-Campus Contact Tracing
- New Wellness Programs & Support
- New Medical Plan Options
- HR Work-Life Balance Pilot
- Emergency/Financial Assistance Programs and Resources



# Updates

- Compensation and Total Rewards Study
- HCM/ERP System Implementation



# Questions?