

## HRAC Meeting

October 7, 2019

We discussed the guidelines for reporting time worked during holiday breaks. To stay in compliance with Federal and State grants, those benefit eligible non-exempt hourly employees paid by a grant will receive time and a half pay for hours worked plus floating holiday to be used 30 days prior to or up to 90 days after the designated holiday (ie: Memorial Day, Labor Day.) There are other guidelines for other holidays when the University is closed (ie: day after Thanksgiving.) See attached guidelines for all non-exempt hourly employees.

The University is looking at a new HR system. PeopleSoft is outdated and is no longer supported by the vendor. Furthermore, the third party vendor will discontinue its support in 2022. There is a group of people looking at what is available and what will work with other systems used by the University. The programs they have seen so far have been very exciting with the functions these can do.

HR Talks has several meetings planned, but HR is looking for ways to get more people to attend. They think the topics may have been too broad, so they are breaking the information down to smaller sections. Ideas brought up were to have these sessions live streamed, vary the times and/or have brown bag lunch and learn sessions.

The Benefits work group has been learning the details of benefits. They will meet again on the 21<sup>st</sup> and begin to strategize the benefit design and how best to take care of the community they serve.

A reminder was given that open enrollment is from October 23 through November 6.

The RIF report is attached.

Submitted by Senator Patti Williams

**Holidays**  
**Non-Exempt (Regular Hourly) Employees Required To Work Holidays**  
**Guideline for Time Reporting**  
**Effective 12/21/2019**

	Designated Holidays*	Other Holidays w/ Exception of Winter Break	Winter Break 12/21-12/24 and 12/26-12/31
<b>Non-Grant Funded</b>	Employees required to work on a holiday will be paid one-and-a-half times their regular straight time rate for the hours worked plus an additional straight time rate for the hours worked. (1.5 for designated holiday worked, 1.0 for holiday = 2.5x regular straight time rate)	Employees required to work on a holiday will be paid at a straight time rate for the hours worked plus additional pay at a straight time rate for the hours worked. (1.0 for other holiday hours worked, 1.0 for holiday = 2.0x regular straight time rate)	Employees required to work during winter break will have a choice to: 1) be paid at a straight time rate for hours worked plus additional pay at straight time rate for the hours worked during winter break (1.0 for other holiday hours worked + 1.0 for holiday = 2.0x regular straight time rate), <b>OR</b> 2) be paid at a straight time rate for hours worked plus receive floating holiday time for hours worked during winter break to use up to 30 days prior or 90 days after winter break, as applicable and pre-approved by their immediate supervisor (1.0 for other holiday worked + float holiday for hours worked).
<b>Grant Funded</b>	Employees required to work on a holiday will be paid at a rate of one and-a-half times their regular straight time rate for the hours worked plus receive floating holiday time for hours worked during winter break to use up to 30 days prior or 90 days after winter break, as applicable and pre-approved by their immediate supervisor. (1.5 for holiday hours worked + float holiday for hours worked)	Employees required to work on a holiday will be paid at a straight time rate for the hours worked plus will receive floating holiday time for hours worked to use up to 30 days prior or 90 days after the holiday worked, as applicable and pre-approved by their immediate supervisor. (1.0 for other holiday hours worked + float holiday for hours worked)	Employees required to work during winter break will be paid at a straight time rate for the hours worked plus will receive floating holiday time for hours worked to use up to 30 days prior or 90 days after the holiday worked, as applicable and pre-approved by their immediate supervisor. (1.0 for other holiday hours worked + float holiday for hours worked)

\***Designated holidays** are New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

**Other holidays** include, but are not limited to, Friday after Thanksgiving Day, the Tuesday after the first Monday in November in Presidential election years, winter break, and any additional days authorized by the President.

*This policy only applies to benefit eligible staff.*

## University of Louisville Reduction-in-Force Summary

09.30.19		RIF Category			Ethnicity							Gender			Other*		
Calendar Year	Total RIF's	Position Eliminated		Reduced Hours	White	Black	Asian	Hispanic	Pacif Isl	Total	Female	Male	Total	Grant Funded	Rehire	Cancel	
		Reduction in Funding	Reorg	Changed Work Requirements													
2017	116	68	39	9	56	14	29	17	0	116	66	50	116	59	0	21	
2018	83	34	38	11	56	9	14	4	0	83	37	46	83	19	13	0	
2019	24	14	4	6	13	3	8	0	0	24	14	10	24	10	2	0	

\* Included in figures at left

Age @ RIF	Current Year RIFs			Regular Employees		
	Count	%	Avg Svc	%	Avg Svc	
> 50	10	41.7%	20	40.6%	16	
40 <= 50	7	29.2%	5	22.0%	9	
30 <= 40	5	20.8%	2	23.7%	5	
<= 30	2	8.3%	0	13.7%	2	
	<b>24</b>		<b>8</b>		<b>10</b>	

Campus 2019		
Belknap	HSC	Other
10	13	1