

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

The Staff Senate of the University of Louisville held its regular meeting on February 12, 2018 in the Chao Auditorium, Ekstrom Library, Belknap Campus, Chair William Armstrong, presiding.

VOTING MEMBERS REGISTERING ATTENDANCE:

A&S: Ginger Brown, Cynthia Jeffery, Lindsey Ronay BUSINESS: Erica Gabbard DENTISTRY: Laura McKinney, Sharon Hinton, Bonnie Dean, Barbara Dearinger EDUCATION: Shavon Wagner, Heidi Cooley-Cook KENT: Kim Rogers LAW: Lee McWhorter LIBRARIES: Angela Ren MEDICINE: Kent Gardner, Skip Hurley, Victoria King, Sherry Gainous, Jason Beare, Tatyana Tarakanova, Ruby Keith, Candace Allen, Chelsea Henderson, Cathy Buckley, Lihua Zhang, Martin Brown, Will Armstrong, Angela Beverly, Ray Yeager, Vickie Tencer, Ellyce Patton, Donna Bottorff, Leslie Cooper, Jennifer Stephens, Amy Mock, Jared Neal, Erica LaMarche, Kathy Brashear, Leondra Gully, Linda Leake, John Morgan. Priscilla Tingle, Barbara Bishop MUSIC: Debby Kalbfleisch PROVOST OFFICE: Andrew Grubb, Julie Hohmann, Patti Williams, Wes Partin, Will Adamchik, Valerie Casey, Virginia Hosono PUBLIC HEALTH: Rachel Quick SPEED: Kari Donahue, Kim Kerns, Wendy Metcalf VP-ATHLETICS: Marian Vasser, Regina Johnson, Rhonda Gilliland VP-COMMUNITY ENGAGEMENT: Patrick Smith VP-FINANCE & BUSINESS AFFAIRS: Sally Molsberger, Paul Eitel, Sandy Russell, Peggy Moore, Bobbi Carlton, Melissa Taylor, David Schlaegel, Mary Baechle, Kathryn Doaty, Kim Noltemeyer, Christina Howard, Carla Meredith, Geri Morgan, Steve Lindsey, Dennis Thomas, Andie Davis, William Taylor VP-GENERAL COUNSEL: Carcyle Barrett VP-HEALTH AFFAIRS: Rick Williams, Ellie Fridell, Donna Hardesty VP-RESEARCH: Karen Johnsons, Angela Lewis-Klein VP-STUDENT AFFAIRS: Glenn Gittings, John Smith VP-UNIVERSITY ADVANCEMENT: Lisa Motley

OTHERS REGISTERING ATTENDANCE:

INTERIM CHIEF OPERATING OFFICER: Lee Smith
INTERIM EXECUTIVE DIRECTOR OF HUMAN RESOURCES: John Elliott
DIRECTOR PHARMACY UTILIZATION: Jessie Morgan
ULARP: Bev Daly
UofL Today: Alicia Kelso

GUESTS REGISTERING ATTENDANCE:

Wendy Smithson, Christina Reed, Lisa Hagan

VOTING MEMBERS NOT REGISTERING ATTENDANCE:

A&S: Sabrina Haug, Jessica Key DENTISTRY: Lisa Wade, Nancy Trabue EDUCATION: Alex McWilliams GRAD SCHOOL: Jackie Fryer MEDICINE: Whitney Rogers, Denise Hand Hanna Martin NURSING: Karen Rose PRESIDENT'S OFFICE: Tammy Lawson VP-ATHLETICS: Meg Peavy VP-FINANCE & BUSINESS ADMINISTRATION: Melissa Shuter, Tim Dill VP-UNIVERSITY ADVANCEMENT: LeeAnn Riffle

CALL TO ORDER

Chair Armstrong called the meeting to order at 2:30 p.m.

REPORT: INTERIM VP-HR - Mr. John Elliott

Mr. Elliott updated the Senate on several topics, including:

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- Performance Evaluation Tool – There is a committee meeting to revise the existing evaluation tool. It will not be available until next year’s review.
- **Tuition Policy** – The policy has been revised to reflect that a “C” grade is needed to get credit.
- **Director of Total Rewards** – Todd Neal has been hired as the Director of Total Rewards. He has extensive experience in compensation and benefits.
- **Director of Pharmacy Utilization** – Jessie Morgan, a pharmacist has been hired to manage our pharmacy program. New pharmacy initiatives will begin on April 1, 2018. At this time, he introduced Mr. Morgan who gave his report (below).

REPORT: DIRECTOR OF PHARMACY UTILIZATION – HR - Mr. Jessie Morgan

Mr. Morgan reported on the upcoming changes to the University’s pharmacy program. Mr. Morgan explained that the reason for the changes is to be in-step with current best practices and to pro-active, in an effort to lessen disease. Pharmacy accounts for 30% of the overall healthcare expenses. The patient is at the center of all decisions. There is a firewall between him and the third party management, to keep information anonymous. Due to rising drug costs, in 2017, pharmacy costs rose 10.3%, which affects all healthcare premiums. These five initiatives are an effort to save everyone money. It is not a change to the healthcare plan. Only a few employees are actually affected, but the changes will be put in place for everyone. Highlights of the changes are:

- **Custom Formulary Exclusion** – This will add 25 additional drugs to ExpressScripts existing list. These will offer better clinical alternatives and will create savings for the patient and the plan.
- **Enhanced Clinical Program** – Step Therapy will be initiated for all patients, to bring uniformity to the plan. This will affect new patients and those experiencing therapeutic failure. Physicians are well aware of Step Therapy, as 96% of insurance plans have it in place.
- **Utilization Management** – Patient safety is of utmost importance. We want the right drug for the right patient at the right dosage and right time. This will set a limit for the number of units in a 30 day period.
- **SaveOn Program** – This takes advantage of aspects of the Affordable Care Act and adds variable co-pays for specialty drugs that are filled by mail order (Accredo). It maximizes manufacturer co-pay assistance programs, taking patients’ co-pay down to zero. It is a win-win for employees and the University.
- **Safeguard Program** – This program is offered through ExpressScripts to reduce market volatility to offer drug price guarantees. UofL already participates in Safeguard1, which covers HepC, oncology, cholesterol care and certain inflation protections. Adding Safeguard2 and 3, will cover inflammatory care, MS, and provides some additional market protection. This is available at no cost to the plan.

Here is a [link to an explanation of pharmacy changes](#) on the Human Resources web site.

ACTION ITEM: APPROVAL OF THE MINUTES – Chair Will Armstrong

The minutes of the [December 11, 2017](#) Staff Senate meeting were unanimously approved as distributed.

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STANDING COMMITTEE REPORTS – Vice Chair Vickie Tencer

ACTIVITY REPORT: [This report is online.](#)

- **Credentials & Nominations Committee (C&N)** – Senator Jeffery
 - This committee is seeking a representative to the SGA.
 - Committee Preference forms will be sent out in March or April. It will include a Staff Senator Application for all senators to complete..
- **Policy, Economics & Development Committee (PED)** – Senator Molsberger
 - This committee revised the Tuition Remission policy that is now online.
 - The committee will meet this week to finalize the Telecommuting Recommendations and then forward it to the Executive Committee.
 - [This report is online.](#)
- **Services & Facilities Committee (S&F)** – Senator Hurley
 - This committee did not meet.
- **Staff Grievance Committee (SGC)** – Senator Smith
 - [This report is online.](#)

- **Staff Help and Relief Efforts committee (SHARE)** – Senator Dean
 - [This report is online.](#)
- **Staff Morale & Community Outreach (SMCO)**- Senator Fridell
 - This committee has not met.
 - The 2018 Spring Day of Service is April 11 and 12. There will be an announcement in *UofL Today*. Please send out to your constituents.
 - Birthdays for January and February were announced.

REPORT: SECRETARY/TREASURER – Senator Sabrina Haug

ACTIVITY REPORT: [This report is online.](#)

REPORT: INTERIM COO - Mr. Lee Smith

Mr. Smith updated the Senate on several topics, including:

- **Capital Plan** – Each state institution submitted a Capital Plan to the legislature last fall. The governor’s budget includes some authorizations for capital initiatives. Authorization does not always include funds. When UofL was authorized for the new academic building, it included the \$80M to build it. The next capital priority is for deferred maintenance, which for UofL is about \$500M. In HB200, matched funding was approved. The state will fund \$51M if UofL can come up with \$64M. Deferred maintenance usually means systems within buildings, nothing you can see. UofL is trying to get these improvements funded. The HB200 bill will be decided in late March or early April.
- **Proposal to Restore Staff** – This is particularly intended for the Physical Plant, which was most impacted by the hiring freeze/frost. Mr. Smith and Jim Sears are developing a plan for restoration.
- **W2s** – All employees were mailed a postcard telling them that their W2s will be sent to them via mail. Some employees were used to receiving theirs online, and the postcard was to let them know to expect it in the mail. To get your W2 via ULink, you must register for a DUO account.

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This is the new 2 phase authentication system we are using to ensure your information is safe online.

- **Question:** My constituents in the Belknap Mailroom are concerned that they have not heard anything about being replaced.
 - **Response:** An RFP for Managed Print Services has been sent out and multiple bids have come in. It is a process and no decisions have been made.
- **Question:** But what about the Belknap Mailroom? There is no communication and they are confused.
 - **Response:** We are actively negotiating a contract. There is nothing final to tell them. If they need more information, he will send it to them.
- **Question:** What about HB210?
 - **Response:** The Courier-Journal reported that HB210, a bill that will allow conceal-carry on campuses, is before the state legislature. It is difficult to say if it will pass. We are opposed to that legislation.
- **Question:** Has a choice been made for a debt management enterprise solution?
 - **Response:** The challenge is funding. There are costs to buy and costs to implement. Many employees are stretched and to implement a new system with increase that. There are no imminent major purchases.
- **Question:** Could you look into the length of time it takes to get a new employee? Could that be expedited for efficiency?
 - **Response:** Yes. The position is posted to gather applications and resumes. Many of those are in Physical Plant. Not all positions can be filled quickly.
- **Question:** The CPE had a budget line to cut 16% for training in the College of Education's Office of the Family. How can this important training be funded?
 - **Response:** This is outside his area, but several weeks ago, he testified in Frankfort regarding this subject. The legislators like Dr. Postel's presentation on the effects of this program's closure. The impact on public health and the costs being passed on to parents are important issues. He has no idea how this will end. Dr. Postel spoke very strongly to the legislators and Shannon Rickett keeps these issues in front of the legislators.
- **Question:** A couple of months ago we heard about the cost reduction goal. On HSC, we are continually cutting costs, but the spend policy says if we don't spend it, we lose it. How do we reconcile the two?
 - **Response:** There is Procurement (spending) and Cost Savings. Of the \$325M that is spent each year, we pull out the "un-addressable spends" – capital, research, utilities, etc. and we get \$150M left. That is what we address in the spending. Cost savings comes from purchases made in bulk, using better contract negotiation, etc. We hoped to have cost savings of \$10M and to reduce procurement (spending) by \$10M. The reduction in endowment/gift spending is not a focus of his. He would rather spend that than general funds.
- Last Staff Senate Meeting – This is Mr. Smith's last Staff Senate meeting. The new COO, Mr. Joseph Han will attend meetings starting in March.

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REPORT: FACULTY SENATE REPRESENTATIVE – Avery Kolers

[This report is online.](#)

REPORT: SGA REPRESENTATIVE – Christopher Byrd

No report was made.

REPORT: STAFF SENATE CHAIR’S REPORT – Chair Will Armstrong

Chair Armstrong thanked Vice Chair Tencer for her assistance in January while he tended to family matters. He made the following reports:

- **Budget Advisory Committee (BAC)** – This committee has been deactivated for the moment and is now only reviewing requests for hire, via email.
- **Searches**
 - **CFO** – The person hired to fill the position, withdrew from the offer at the last minute. The search will resume after a new president is in place. Susan Howarth will remain as interim, until that time.
 - **COO**- Joseph Han has been hired and will begin in March.
- **Board of Trustees** – The Board meets on February 15 to approve the position of Vice President for Enterprise Risk Management, and Rhonda Bishop has been hired in that position.
 - A Leadership Profile Statement has been developed and will be given to each candidate. It will also be posted on the Presidential Search web site. Please nominate anyone you know for the position, who would be a good fit at UofL.
 - The Listening Tour was very well attended and he is proud of the staff for adamantly speaking up regarding salaries and morale.
- **Coming up** – March 12 Meeting – Dr. Postel and Susan Howarth will discuss the budget, loss of programs and the legislature.
- **Question:** On the Listening Tour, a Board member used the term “CEO” instead of president. This is a concern that we will get a business person.
 - **Response:** Virtually, every single constituency group said the final choice *must* be an academic.
- **Question:** Who was appointed to the Budget Model Committee?
 - **Response:** Senator Vickie Tencer was appointed. She has experience at UofL as a UBM and is a CPA.
- **Question:** Can you explain about the Courier-Journal’s report on the Board of Trustees meeting?
 - **Response:** That was an opinion of the reporter. In the future, members on videoconference will be muted during Executive session.
- **Question:** Will we hear about the budget survey? Will we know salaries of new hires?
 - **Response:** The Budget forums on Belknap and HSC will discuss the survey. Please attend or listen to live stream to hear the discussions. The chair will ask John Elliott about salaries.

REPORT: UNIVERSITY-WIDE COMMITTEES – Chair Will Armstrong

- Commission on the Status of Women (COSW) Senator Noltemeyer – [This report is online.](#)
- Intellectual Property – Senator Grubb – [This report is online.](#)

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OTHER BUSINESS

Cardinal Climbers – Took third place for donations, raising \$4600. Twenty-two climbers reached the top of the PNC Building.

ADJOURNMENT

The meeting adjourned at 4:15p.m.