



Human Resource Highlights

Winter 2023

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CAP 1007 update

- ▶ Those that identified through the look back analysis, this will be reflected on the next paycheck (end of December).
- ▶ The pay adjustment will be a base pay and will be paid out moving forward over the remainder of the contract forward.
- ▶ Letters will be sent before end of December





FAMLI

Family and Medical Leave Insurance

Background Information

Colorado Ballot Initiative from 2020.

Jan 2023: premium deductions began for employees/employer (0.9% with 50/50 split)

May 2023: CU was approved by the state to provide a private plan that is equivalent or better than the state option.

FAMLI (cont.)

FAMLI provides paid leave for eligible employees, as of January 1, 2024 for:

- to care for a new child
- to care for a family member with a serious health condition
- because of a serious health condition (self)
- for a qualifying exigency leave or safe leave

During FAMLI leave, the covered individual is eligible for benefits up to \$1100/week paid through premiums charged to the employee and employer. The employee may also qualify for job protection benefits.

FAMLI Eligibility:

All employees who **work in Colorado** are eligible for CU FAMLI: student employees, graduate students, temp faculty, university staff, classified staff, and faculty.

- ▶ Eligibility begins on day one of employment and job protection begins after 180 days of employment.
- ▶ All eligible employees are allowed 12 weeks of **partial wage replacement** (through CU FAMLI) every 12-month rolling period.

FAMLI (cont.)

CU FAMLI -Program Administration

- ▶ Will be managed by employee services leave administration team. Due to the complexity of overlapping leave programs including FAMLI, FMLA and paid parental leave. The decision was made to centralize leave administration at the system level. This will allow for a more streamlined, effective, and consistent leave administration for our employees. There is also considerable reporting that will be required with FAMLI, centralizing leave administration will allow CU to meet those requirements.
- ▶ We have designated leave administrators that will be working with our campus, employees, supervisors, and HR professionals as leave can be quite complex. There is also a new software system that will be used, to better track leave that employees, supervisors and HR professionals will be able to monitor.

FAMLI (cont.)

CU FAMLI – Application

- ▶ Application is now available through the myCU employee portal.
 - Log in to the [employee portal](#).
 - Choose **Forms** from the top left drop-down menu.
 - Select the **Collaborative HR Services** tile, then select the **CU Leave Benefits** tile.
 - Click on the **Apply for Leave Benefits** tile and fill out the digital form.

- ▶ Reasons to apply:
 - caring for a new child during the first year after the birth, adoption, or foster care placement of that child.
 - caring for a family member or your own serious health condition.
 - making arrangements for a family member’s military deployment.
 - obtain safe housing, care, and/or legal assistance in response to intimate partner violence, stalking, sexual assault, or sexual abuse.

Family member: a covered employee’s child, parent, spouse, domestic partner, grandparent, grandchild, sibling, or someone with whom they have a significant personal bond

A medical certification will be required. This is highly confidential and held outside the personnel files. The application and med certification will be reviewed by the leave coordinator, this information is not shared with anyone outside the leave team or in coordination with campus ADA coordinators.

FAMLI (cont.)

CU FAMLI – Other Leave Programs

- *FMLA (Family and Medical Leave Act):* is a federal program that provides unpaid job protection for 12 weeks per rolling 12 months. FMLA will run concurrently with FAMLI when the need for leave meets the FMLA requirements.
- *PPL (Paid Parental Leave):* is a CU policy that provides specific populations leave and compensation components. PPL will run concurrently with CU FAMLI and FMLA.
- *Short Term Disability (STD):* is a voluntary plan for University Staff and Faculty; is required for Classified Staff. STD plan offers compensation components and can only be used for employee health, not for family members. If election occurred during open enrolment, STD will run concurrently with CU FAMLI and FMLA. This may be a good option for employees that work out of staff and in a state that does not provide paid family leave benefits.
- *CU Vacation and Sick Leave:* depending on the employee population, vacation and sick leave is accrued throughout employment. Vacation and sick leave provides compensation and can be used in conjunction with CU FAMLI, FMLA, and PPL if the employee desires.

Skills for Mental Health Support-CU Denver:

This course introduces the Recognize, Respond, and Refer framework you can follow when a member of the CU Denver community is experiencing mental health challenges.

Available through SkillSoft

Access through myCU employee portal: can search for the course or click the link above

will take about 15 minutes to complete

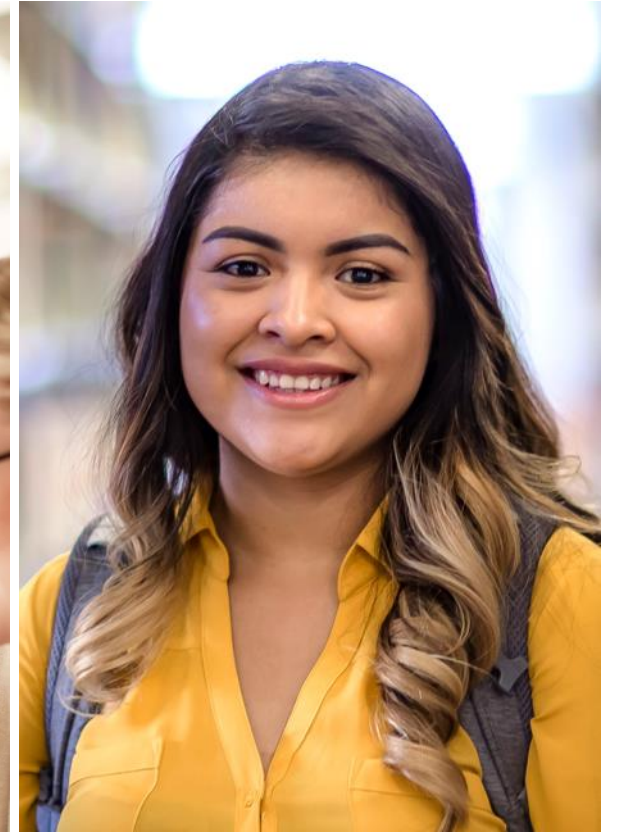
please complete by March 1, 2024



CCC: Comprehensive Compensation Collective

Scope of the Project:

- Review of current job groups, job descriptions, job codes and career progression opportunities
- Conduct market salary/job review for updated salary range information
- Identify areas of compression, below market, impacts from EPEWA and market fluctuations
- Provide recommendations for a strategy to address compensation concerns (compression, below market/new range, equity, etc.)



CCC: Goals and Outcomes

- Develop a compensation philosophy aligned with the university's vision and goals
- Conduct a market salary and job review to create updated salary ranges
- Identify areas of compression, equity issues, below market salaries, and market fluctuations
- Create a strategy for areas of concern
- Define a salary structure that is transparent and equitable.
- Create/update salary administration guidelines
- Create greater consistency across campus within career families and pay grades
- Ensure opportunities for career progression/advancement within the university

What would stay the same

- Job responsibilities & tasks
- Job group, title, code (in most cases)
- An employee's supervisor
- An employee's base pay – will not change as a result of this project (not be reduced, not automatically increased)
- Performance/development goals
- The importance and value of our individual contributions provided to the campus community
- Benefits (including health, dental, vision insurance, state group life, retirement, etc.)
- Employee classification (university staff, classified staff, faculty, etc.)
- No jobs would not be eliminated (as a result of CCC)



Project Updates

Focus Group Themes

- Information gathered from the focus groups is currently being reviewed and thematic analysis is being conducted. Themes will be shared out upon completion and review.

Job Library/Career Family Review

- From the work of the Career family committee, job description analysis, the core CCC team pulled that information to create minimum descriptions for each job level in each career family (job architecture). We are gathering feedback from multiple groups across campus to make final updates to this. This work will create an online job library that will be out spring semester, along with training to better understand the library.

Compensation Philosophy and Guidelines

- We are now working drafting compensation philosophy for CU Denver specific, that would align with the philosophy that already exists in policy, and compensation guidelines.
- Mercer consulting had launched the market review for faculty positions (tenure/tenure track, IRC, and university staff) – this information will be included in the final update in the summer 2024





Staying connected

Steering Committee Representatives:

Wendy Bolyard, Tammy Hassan, Sam Kim, Gabrielle Sawusch, Matthew McCarville, Lauren Galleri, Kim McCabe, Patricia Ball, Kendall Hunter, Teri Wilson, Rachel Brown (*I want to also thank past SC members – Lonnie Schaible & Stephanie Puello*)

- ▶ CCC website will be launched December/early January
- ▶ Email: 3C@ucdenver.edu

General Benefits Information

Best benefits resource is through www.cu.edu Benefits website

<https://www.cu.edu/employee-services>

contact information: benefits@cu.edu

Eligibility depends on your position (employee category) and your FTE%

CTT, Teaching Professor, Research Professor, PRA, Post Doc, Instructor, Visiting Faculty, and Lecturer series, regular appointments: must be **50% or more FTE** to be benefits eligible. The benefits may vary depending on the title (this is for Med, Dental and Life).