

**Council of Business Officers**  
**December 9, 2011**

The Council of Business Officers met at 9:00 a.m. The following university business officers and others were in attendance in a BOR conference room:

Ray Hauke - ESU	Rick Anderson – Washburn
Diane Duffy – KBOR	Julene Miller – KBOR
Eric King – KBOR	Bruce Shubert –KSU
John Patterson – PSU	Kelly Oliver – KBOR
Madi Vannaman – KBOR	Mary Herrin – WSU
Roger Lowe – WSU	Mike Barnett - FHSU
Theresa Gordzica – KU	Diane Goddard - KU
Steffani Webb – KUMC	

**Review Policy Manual Revisions:** COBO reviewed suggested changes to the BOR Policy and Procedure Manual provided by Julene Miller. Because both section B (Fiscal Management) and section C (Facilities) have been recently reviewed and updated, only minor modifications are suggested.

**Limited Retirement Health Care Bridge:** COBO approved proposed changes to the Limited Retirement Health Care Bridge policy (section F.17.c of the BOR PPM). Existing policy, adopted in 2009, provides a mechanism whereby state universities may assist unclassified employees who desire to retire before they become eligible for Medicare by outlining specific procedures that only allow a lump sum payment. The proposed changes remove specific procedures from policy to allow other payment methods similar to those being used to provide health insurance assistance under the State's Classified Voluntary Retirement Incentive Program. This change will be presented to COPS in December.

**Unemployment Compensation Insurance (UCI) clarification of student exemption:** COBO reviewed a recent memo from the Department of Administration that clarifies UCI exemption for student employees. Essentially, student employees are exempt from UCI employer charges when they are enrolled.

**UBIT:** For the past several years, UBIT information has been submitted by the Universities to the BOR office where it is summarized and provided to Accounts and Reports for inclusion in a return submitted by the State. Changes within Accounts and Reports and the Board office will require a different approach. Representatives from COBO, the Controllers, the Board office and Accounts and Reports will meet to determine an acceptable approach.

**Paid time off:** COBO received information from ACORB about paid time off (PTO). COBO decided not to pursue PTO at this time.

**Classified/University Support Staff (USS) Vacation Proposal:** Classified Senate Presidents and the President of the KU Support Staff submitted a request to equalize the classified employee and unclassified employee annual leave plans. Currently, unclassified employees earn 176 hours per year. Regents' classified employees with less than 5 years of service earn 96.2 hours per year, those with between 5 and 10 years of service earn 143 hours per year, and those with more than 10 years of service

earn 174.2 hours per year. The annual leave plan for Regents Classified employees, adopted in 2008 after enabling legislation was passed, provides more annual leave than the non-Regents State plan, but not as much as the Regents unclassified employees plan. It was determined in 2008 that the legislation authorizing university employees to become USS employees does not allow those employees access to the Regents Classified annual leave plan. COBO suggests not pursuing the change at this time: 1) to focus full support of the State Compensation Commission's recent suggestion to implement the Classified Market Equity pay adjustments process; and 2) to further investigate and understand the determination that prevents USS employees from being provided access to the Regents Classified annual leave plan.

**COGRO:** COBO met with COGRO to review proposed legislative changes to the State Educational Institution Procurement Act and other capital project legislation. These changes remove the sunset provision and make a number of modifications to K.S.A. 76-7,125. Additionally, they modify K.S.A. 75-1253 to increase the threshold at which negotiating committees for engineering and architectural services are required, modify K.S.A. 75-1264 and K.S.A. 76-786 to increase the threshold at which approval of change orders by the joint committee on state building construction is required and to modify 76-760 to increase the level at which capital improvements are exempted from certain requirements. Also, COBO and COGRO reviewed proposed changes to tax credit legislation (K.S.A. 79-32,261). The changes extend tax credit authority through 2015.

**Voluntary Retirement Incentive Program (VRIP):** Board staff provided a summary of the VRIP that is available to answer questions.

COBO adjourned at 12:00 PM.

COBO and SCOBO will next meet telephonically at 8:30 on January 13<sup>th</sup> to discuss the Governor's Budget recommendations.