As follow up to our meeting yesterday morning, I have provided many of the handouts in the attachments.

1. Pursuant to the information provided, please let me know the emergency coordinator for your unit. Also, please develop a list of folks that are essential (pursuant to the description at the link in the power point) and provide those to me as well. If you could work on this and provide it all to me by May 1, 2014, I would be most appreciative.

Inspector Penny Fischer will attend our next meeting (April 1, 2014) since she was unable to join us yesterday to discuss Emergency Planning in more detail.

2. Attached is the power point presentation on billing rate development from Becca Fedewa.

3. I have attached the Affordable Care Act handout.

4. The I–9 and Employment Verification project lead by Human Resources continues to move forward and they have selected Equifax as the organization that will be handling these two processes. HR has indicated it will likely be late fall (2014) before the new system is implement. Stay tuned for more details.

5. PA254 (2011) Public Act 254– changes the regulations on how union contract provisions are administered once it has expired. Essentially the Act does not allow for retroactive implementation of any provisions negotiated so if a new contract is not in place when the current one expires, pay increases, changes in benefits, etc. cannot be implemented. The next contract that expires at MSU is for the UNTF which is May 15, 2014. The university has begun the bargaining process for this group in anticipation of the expiration date. Watch for new offer letters to utilize for fixed term faculty that are part of UNTF.

The following union contracts are also expiring in 2014: Skilled trades (999) on June 30, 2014; Service Maintenance (1584) on July 31, 20214.

6. PA349 (2012) Public Act 349 – also known as Right to Work – impacts membership issues with a union. If anyone has any questions, please refer them to their respective union/association. This act impacts each union group as the contract expires.

7. Elevate U – the new on-line training and development system is likely to launch on March 21, 2014. The IT professionals in your units will have an advance opportunity to review the system so they can assess what software and upgrades may need to occur prior to March 21, 2014. Christy Turner (formerly Christy Jones) and Jenny Yelvington (formerly Petrovich) from Professional Development Services (formerly Human Resource Development) will join us at our April 1, 2014 meeting to provide a detailed overview of the new system.

8. General Updates/Reminders
a) The classification system study is still being discussed relative to what, if anything, may go forward. I will keep you updated.
b) We had requested that the NCURA training be brought back to campus. Professional Development Services does not feel they can do this at this time with their limited resources. We will continue to pursue this in future semesters.
c) March 19, from 3–5 p.m. at the Demmer Center is the Annual Faculty Staff Awards Reception. Hope you can make it.
d) April 9 from 3–5 p.m. at the Pavilion is the Annual CANR Picnic for faculty and staff. Hope you can make it.
e) I will appreciate your assistance encouraging everyone to update their emergency contact and Alert.msu.edu information

I have two suggestions thus far for upcoming meetings: 1) Ask the AgBioResearch Group to present and share their service offerings 2) someone to present on Record Retention. I will follow up on these items for our May meeting since we have a full agenda for April. Please send me any other suggestions on presenters/topics.

Thank you.

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