



UNIVERSITY OF MINNESOTA

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P&A News – Brought to You by CAPA

October 2008 Issue

Latest News and Information

The Council of Academic Professionals and Administrators <http://capa.umn.edu> held its monthly meeting on October 17, 2008. Highlights from the meeting include:

- UPlan open enrollment begins November 1 and ends December 1. Unless you decide to choose a different plan, your medical and dental plans will stay the same for 2009. You can change your options here <http://hrss.umn.edu>.
- Faculty are being asked to adopt CAPA's recommendation of using a half percent of new money towards the health care savings plan (versus taking money from the current retirement benefit). The implementation of the HCSP will begin with the new fiscal year (July 1, 2009).
- The University of Minnesota Retirees Association (UMRA) is offering professional development grants for retirees. They have 10 grants of up to \$3,000 available each year for the next three years. More information can be found at the UMRA <http://www1.umn.edu/umra/> and Graduate School <http://www.grad.umn.edu/faculty-staff/funding/UMRA.html> web sites.
- Beginning March 2, 2009 vacation time will be tracked in PeopleSoft and accumulated vacation will appear on pay statements. P&A total vacation (22 days) will be divided evenly between 26 pay periods and will accumulate at that rate. Under this new tracking system, vacation use can only be tracked in whole and half-day increments.

Featured Article

Congratulations to 2007-08 Outstanding Unit Award Winner: Department of Speech-Language-Hearing Services

The Council of Academic Professionals and Administrators is pleased to announce the winner of the 2007-08 Outstanding Unit Award--the Department of Speech-Language-Hearing Sciences (UMTC). The Outstanding Unit Award recognizes units and departments within the University of Minnesota that are exemplary in their support of Professional and Administrative (P&A) staff. In addition, the award acknowledges the work of P&A staff members within these units who have made distinguished contributions to the mission of their unit and the University. As a recipient of the Outstanding Unit Award, Speech-Language-Hearing Sciences will receive a certificate and \$1,000 for a unit-centered professional development initiative.

The Department of Speech-Language-Hearing Sciences, outstanding work in providing support for the achievements and contributions of P&A staff is exemplary. The department works very hard to support individuals, careers, including routinely recognizing the

outstanding achievements of P&A employees through departmental communications and by seeking out opportunities to promote the work of employees through the media.

Speech-Language-Hearing Sciences is committed to promoting these types of educational experiences: "Not only do they support P&A career growth and satisfaction, these experiences promote new kinds of expertise to be passed on to students."

P&A employees in the Department of Speech-Language-Hearing Sciences are supported in many ways, including through full participation in unit governance and college and University committees; a new constitution was also written to clarify and support the integral role of P&A employees in the department. Staff development opportunities are also fully supported, including allocation of equal travel funds to P&A employees as tenure-track employees as well as annual professional licensing and certification fees.

As stated in their application materials, "P&A employees in Speech-Language-Hearing Sciences make a central contribution to the teaching, research, and service missions of the department, and the department systematically works to support and increase the visibility of these contributions."

The Outstanding Unit Award is a University-wide award; call for nominations for the 2008-09 award will be in Spring 2009. Past winners of the Outstanding Unit Award have included University Libraries (2001, UMTC), General College (2002, UMTC), the School of Social Work (2003, UMTC), the Chemistry Department (2004, UMTC), the College of Human Ecology (2005, UMTC), and the Department of Postsecondary Teaching and Learning (2006, UMTC).

CAPA is the University-wide governance body that represents more than 4,000 professional and administrative employees. P&A employees are an integral part of the U's work: they teach and advise students, conduct research, direct programs, manage budgets, administer departments, and reach out to citizens all over Minnesota. To learn more about CAPA or the Outstanding Unit Award winner, please visit the CAPA website <http://capa.umn.edu> or the Speech-Language-Hearing Sciences website <http://www.slhs.umn.edu/>.

Resources and Professional Development Opportunities

Podcasting, HTML and Adobe Photoshop

Those are just a few of the many skill "short courses" the University Technology Training Center <http://uttc.umn.edu/training/courses.jsp> is offering, many of which are free!

U employee discounts galore

As a University employee, you can find a deal on just about anything. These discounts are offered through the Minnesota Employee Recreational Services Council <http://www.mersc.org/?loc=5> .

P & A Audio Spotlight Rick Moore, University Relations writer and editor



As a writer and editor in University Relations, Rick Moore,s work reporting on the happenings at the U can make for some interesting days.

Click to listen. <http://mediamill.cl.umn.edu/mediamill/embedqt/19645>