



HR Forum

September 1, 2021



Today's Agenda Items

- GBAS Updates – Aigi Adesogan, GBAS Advisory Council member
- 2021-2022 Pay Program – Brent Goodman
- HR-600 Reminder – Brent Goodman
- Florida Minimum Wage – Brent Goodman
- Open Enrollment – Nadja Schimmel-Cruz
- Vacation Leave Cashout – Nadja Schimmel-Cruz
- Important Dates



Training & Organizational Development

GBAS Updates



GBAS Fall Workshop

How many times has your team worked through a problem only to realize that you are working on a symptom rather than the root cause of the issue?

In the workshop we will discuss Root Cause Analysis. We will:

- Dive into problem identification, which is a critical step in process improvement and problem solving.
- Partner with experts from UF Jax Root Cause Analysis Faculty to explore tools and strategies.
- Practice root cause analysis using a scenario that can be applied to any area.



Root Cause Analysis

GBAS Fall Workshop 2021

September 23 from 9am to 12 noon

The workshop will be a Virtual Training in Zoom.

Registration is open and closes on September 16 at 5pm

In myTraining, go to [UF GBS350 Root Cause Analysis](#)



Classification & Compensation

2021-2022 Pay Program

HR-600 Reminder

Florida Minimum Wage



2021-2022 Pay Program

- Last month, the Board of Trustees (BOT) and AFSCME ratified the tentative agreement which cleared the way for UF to implement salary increase for employees covered under the collective bargaining agreement (CBA).
- Increase for these employees were loaded into myUFL on Friday, August 27th.
- Employees will see the increase, including retro pay, on Friday, September 10th.

2021-2022 Pay Program

- Last month, the Board of Trustees (BOT) and UFF ratified the tentative agreement which cleared the way for UF to implement salary increase for employees covered under the collective bargaining agreement (CBA).
- The agreement calls for the following:
 - 1.5% across-the-board (ATB) salary increases
 - 1.5% pool for merit-based salary increases
 - 9-month faculty earning less than \$55,000 will receive a \$250 raise on a 1.0 FTE equivalent and all 12-month faculty earning less than \$67,000 will receive a \$400 raise on a 1.0 FTE equivalent.
- Salary increases will be effective July 1, 2021, for 12-month faculty, July 30, 2021, for 10-month faculty and August 16, 2021, for 9-month faculty.
- To be eligible for an increase, employees must have been hired on or before May 15, 2021, for 9-month, July 1, 2021, for 12-month, and July 30, 2021, for 10-month employees.



2021-2022 Pay Program

Eligibility Criteria for Merit

- The employee must have, at a minimum, a satisfactory overall evaluation rating for two (2) of the last three (3) years and been employed by the University for at least one (1) semester.
- Faculty who have been employed at the University for fewer than three (3) years must have, at a minimum, a satisfactory overall evaluation rating for the most recent academic year.
- Employees are not eligible if they are visiting faculty members; if they have been issued a notice of non-renewal, termination or layoff; or if they have resigned for any reason regardless of effective date.



2021-2022 Pay Program

Implementation Timeline

- Tuesday, August 31th – Raise file opens to departments
- Friday, September 17th – Raise file closes to departments
- Monday, September 27th – Raises viewable in myUFL
- Friday, October 8th – Salary increases in employee paychecks



2021-2022 Pay Program

Additional Materials

- The Article 24 can be accessed online at <https://hr.ufl.edu/wp-content/uploads/2021/08/Article-24-2021-Salary-Reopener.pdf>
- Appendix E can be accessed at <https://hr.ufl.edu/wp-content/uploads/2021/08/Appendix-E-2021-Salary-Reopener.pdf>.



Questions

Contact Classification and Compensation at (352) 273-2842 or by email at salaryincrease@ufl.edu.



HR-600 Reminder

Additional University Employment

- If an employee's primary position is non-exempt, the secondary department is often required to pay overtime for the secondary position.
- Whenever the employee's primary rate of pay increases, you must increase the rate of pay on the secondary appointment.



HR-600 Reminder

Additional University Employment

- You do not need to send an updated HR-600 form; however, you must complete an ePAF to adjust the rate of pay.
- If you would like to request a list of employees with dual compensation appointments in your area, please email your request to compensation@ufl.edu.



Florida Minimum Wage

- Florida voters approved amendment 2 in November 2020 which increases the minimum wage and amends Florida's Constitution.
- Under the new mandate, Florida's minimum wage, currently \$8.65, will increase to \$10 an hour on September 30, 2021.
- After which the minimum wage will increase \$1 each year until it reaches \$15 an hour in 2026.
- Later this month, UFHR will implement a process to increase all employees earning less \$10 per hour to the new minimum wage.



Questions

Contact Classification and Compensation at compensation@ufl.edu or by phone at (352)273-2842.



University Benefits

Open Enrollment

Vacation Leave Cashout



Open Enrollment (OE) for 2022 Benefits

- Open Enrollment will be 10/11-10/29.
- The State is releasing OE updates on 9/9 and we anticipate little changes to plans and premiums.
- There will be a virtual benefits fair with various vendors offering on-line sessions.
- Additionally, Benefit Specialists will be reaching out to Colleges & Departments to schedule OE presentations.



Vacation Leave Cashout

Vacation Cashout available to Teams, USPS, and 12-month Faculty

- Amounts are lifetime maximums.
- Amounts over \$5,000 go to Special Pay Plan. (Information can be found here: <https://benefits.hr.ufl.edu/retirement/special-pay-plan/>).
- This is not subject to employee request, but of total amount of the cashout.
- Employees will receive an information letter once the funds are available at Fidelity.



Important Dates

- **UF Holidays** – September 6th, Labor Day
- **Upcoming HR Forum** – October 6th @ 10 a.m.

A photograph of a university campus scene. In the foreground, a student with a backpack walks away from the camera on a path covered with fallen leaves. In the background, several people are walking along a similar path. The scene is set against a backdrop of brick buildings and trees, with sunlight filtering through the trees, creating a warm, golden glow. A semi-transparent blue rectangle is overlaid on the center of the image, containing the text.

Thank you
for attending the
HR Forum