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**TO:** Jesse M. Bernal, Vice President for Inclusion and Equity;  
Lynn M. Blue, Vice President for Enrollment Development;  
Thomas A. Butcher, Vice President and General Counsel;  
Brian Copeland, Associate Vice President for Business and Finance;  
Gayle Davis, Provost & Vice President for Academic Affairs;  
Teri L. Losey, Executive Associate to the President;  
Karen M. Loth, Vice President for Development;  
Matthew E. McLogan, Vice President for University Relations;  
James Moyer, Associate Vice President for Facilities Planning;  
Scott Richardson, Acting Vice President for Finance and Administration;  
Eileen Sullivan, Vice Provost for Student Affairs & Dean of Students

**FROM:** Robert Hollister, Chair, FSBC

**SUBJECT:** Healthcare for Faculty on Part-time Appointments

**DATE:** October 12, 2016

**CC:** Karen Gipson, Chair, ECS/UAS; Lisa Surman Haight, Senate Assistant

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The FSBC has worked diligently to partner with the administration to identify best practices that contain costs. FSBC is aware of the additional costs of healthcare associated with part-time employees. Furthermore we are aware that many employers charge higher premiums for part-time employees or have dropped coverage for part-time employees. The changing healthcare options for part-time employees is why we worked hard to reach a consensus amongst faculty that resulted in our recommendation that part-time employees pay more for healthcare (Memo dated December 9, 2015; attached). Therefore, FSBC was disappointed the University announced a new policy, over the summer, to drop all healthcare options for any new part-time appointment.

We are concerned about the impact the new policy will have on the ability to attract and retain faculty who may consider a part-time appointment (FTE equivalent of 0.5 to 0.75). We believe faculty represent a unique workforce where part-time employment should be encouraged because it is worth the additional costs. In our experience faculty with reduced workloads are able to contribute proportionally more to their areas of focus. For example, faculty that work part-time commonly spend additional time working with students or doing innovative research or meaningful service because they enjoy it. Part-time faculty are especially desirable in cases where they bring a unique area of expertise. Most units would greatly benefit from more faculty working on part-time appointments because of the breadth of expertise that a larger workforce brings to the University. This is especially true for small units or units with declining enrollments where it may be desirable to encourage existing faculty to work part-time or where there is only sufficient demand to hire a new person part-time.

The breadth of expertise and quality of work that faculty on part-time appointments bring to the University is why in recent years faculty governance has worked diligently to make it more desirable for faculty to work on a part-time appointment. For example, recent policy changes have clarified procedures for sabbatical and time toward promotion for tenure-track faculty on part-time appointments. We believe the administration should work to encourage and foster the trend toward part-time appointments, not discourage part-time appointments by removing healthcare benefits. Therefore, we ask the President's Cabinet to allow faculty on part-time appointments the opportunity to buy into the healthcare benefits options available to full-time employees at a cost commensurate to their level of service. We also emphasize that this policy would only apply to faculty that the administration agrees to provide with a part-time appointment presumably because of a unique expertise that they bring to the University or other compelling factors.

**MEMORANDUM**

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**TO:** James Bachmeier, Vice President for Finance & Administration;  
Gayle Davis, Provost & Vice President for Academic Affairs;  
Scott Richardson, Associate Vice President for Human Resources

**FROM:** Robert Hollister, Chair, FSBC

**SUBJECT:** Benefits for Part-time Employees

**DATE:** December 09, 2015

**CC:** Karen Gipson, Chair, ECS/UAS; Lisa Surman Haight, Senate Assistant

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The FSBC recommends that permanent employees on part-time appointments (part-time employees) should be expected to contribute more toward healthcare costs than permanent employees on full-time appointments and that the increased contribution should be commensurate with their level of service. The FSBC recommends that part-time employees continue to receive retirement contributions at the same rate as full-time employees. Finally, FSBC recommends that this new policy for part-time employees not be applied to employees in phased retirement.

The FSBC recognizes that policies for part-time employees are in the process of being established and that they are intended to be equitable and offer improved transparency. As part of this process we advocate that part-time employees should be included in the healthcare options provided to full-time employees, but that the contribution from the part-time employee should be proportionally more relative to their service.

We make this recommendation in consultation with Human Resources. We recognize that with the additional costs taken on by the part-time employee, it may be in the individual's fiscal interest to instead purchase healthcare on the open market. We consider this decision the choice of the individual and would like to be as accommodating as possible to part-time employees.

The FSBC believes that part-time employment will continue to become more attractive over time and we believe it is in the University's best interest to capitalize on this potential workforce.

We believe any proposed changes in part-time benefits policy should be announced and initiated as soon as practical for all new hires. Current part-time employees should be provided with an appropriate grandfather period of at least 12 to 24 months to allow for a reasonable transition.