

Contact: Marcia Brunson

PROPOSED REVISION TO THE BOARD OF REGENTS POLICY MANUAL

Action Requested: Consider approval of the addition of a policy on span of control to Chapter 4 "Personnel" of the Board of Regents Policy Manual as outlined below as a first and final reading.

Executive Summary: SF 2088 (the state reorganization bill) passed in the 2010 session of the General Assembly contains an amendment to Chapter 262 of the Iowa Code relative to span of control. The amendment, effective March 20, 2010, requires that the Board develop and maintain a policy setting an aggregate ratio of supervisory employees to other employees at one to fifteen. The legislation allows the Board to approve exceptions to this policy for departments with 28 or fewer full-time equivalent employees. The policy shall not apply to employees involved with direct patient care, faculty or employees in other areas of the Regent institutions that must maintain different span of control ratios due to federal or state regulations. As required by the legislation, an interim report was presented to the Governor and the General Assembly on April 1, 2010. Annual updates detailing the effects of the policy on the composition of the workforce, cost savings, efficiencies and outcomes will also be reported. The complete text of SF 2088 applicable to the Board of Regents and the interim report are shown on the following pages.

The proposed policy is as follows:

4.20 Span of Control

As required by Iowa Code Subsection 262.9C, the target aggregate ratio of supervisory employees to other employees at institutions governed by the Board of Regents shall be one to fifteen.

Exempted from the target aggregate span of control ratio are employees involved with direct patient care, faculty and employees in other areas of the institutions that must maintain different span of control ratios due to federal or state regulations.

Departments within the Board of Regents enterprise with 28 or fewer full-time equivalent employees may also be granted an exception to this policy by specific approval of the Board of Regents. The request for an exception shall be brought forward by the institutional human resources offices as a recommendation to the Board.

On or before April 1 of each year, a report shall be filed with the Governor and the General Assembly detailing the effects of this policy on the composition of the workforce, cost savings, efficiencies and outcomes. The report shall also identify any department granted an exception by the Board to the policy. The report shall be compiled using payroll data as of October 1 of each year and shall be submitted to the Board for its approval prior to submission to the Governor and General Assembly.

Section 68 of SF 2088

NEW SECTION. 262.9C Span of control policy.

1. The state board of regents shall develop and maintain a policy regarding the aggregate ratio of the number of employees per supervisory employee at each of the institutions under the control of the board subject to the requirements of this section.
2. The target span of control aggregate ratio of supervisory employees to other employees shall be one to fifteen. The target span of control ratio shall not apply to employees involved with direct patient care, faculty, and employees in other areas of the institutions that must maintain different span of control ratios due to federal or state regulations.
3. For the purposes of this section, "supervisory employee" means a public employee who is not a member of a collective bargaining unit and who has authority, in the interest of a public employer, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other public employees, to direct such public employees, or to adjust the grievances of such public employees, or to effectively recommend any such action.
4. The policy shall allow departments within an institution under the control of the state board of regents with twenty-eight or fewer full-time equivalent employee positions to be granted an exception to the policy by the board. Departments applying for an exception shall file a statement of need with the applicable institutional human resources office and the office shall make a recommendation to the state board of regents.
5. The state board of regents shall present an interim report to the governor and general assembly on or before April 1, 2010, with annual updates detailing the effects of the policy on the composition of the workforce, cost savings, efficiencies, and outcomes. In addition, the report and annual updates shall identify those departments within each institution under the control of the board granted an exception by the board to the policy as provided in this section.

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Robert Donley, *Executive Director*

April 2, 2010

Michael E. Marshall
Secretary of the Senate
State Capitol Building
Des Moines IA 50319

Mark Brandsgard
Chief Clerk of the House
State Capitol Building
Des Moines IA 50319

Re: Span of Control—Interim Report

Dear Members of the Iowa General Assembly:

Pursuant to Iowa Code Chapter 262.9C (SF 2088), below is the interim report on the span of control policy for the Regent institutions.

Due to the timing of the passage and effective date of Senate File 2088 pertaining to the requirement that the Board of Regents develop and maintain a policy that its institutions achieve a ratio of one (1) supervisory employee to fifteen (15) other employees, the policy is currently under development. The first reading of the policy revision will be presented to the Board of Regents at its April 28-29 meeting at the University of Iowa in Iowa City. The Board of Regents will be establishing a baseline of the institutions span of control and developing a policy to achieve the target span of control of one to fifteen. An annual update on the policy and the target span of control will be provided to the governor and general assembly on or before April 1 subsequently.

If there are any questions concerning this report, please do not hesitate to contact us.

Sincerely,

Robert Donley

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cc: Dwayne Ferguson
Legislative Liaisons
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