Minutes
August 7, 2014
Heritage Room, Tirey Hall
10:30am – 12:30pm

Attendance:
Audre Brickey, Barry Overpeck, Carrie Anderson, Debbi Jeffries, Debbie Woolard, Djanedi Cardwell, Jamie Hays, Lisa Stein, Lori Vancza, Marilyn Heaton, Martha Reed, Melissa Grinslade, Pam Chamberlain, Rhonda Beecroft, Rick Murdock, Roxanne Torrence, Sarah Ber, Tracy McDaniel, Vicki Banks

Excused: Al Banfield, Elizabeth Coleman, Evan Boyer, Leslie Wheeler, Pamela Malone, Patti Bolton, Scott Leverenz, Susie McNeely, Tim Roberts, Tracy Gonzalez

Resignation: Gina Atterson

Due to lack of quorum, this was an informational meeting only

☐ Call meeting to order (Roxanne Torrence)

☐ Faculty Senate (Dr. Bob Guell)
  - Searching for a provost but search committee members have not been appointed. They should be in place by October Board of Trustees meeting
  - They have a full agenda for the 1st faculty meeting of the fall semester
  - Department chairperson roles are being looked at to increase their duties and responsibilities

☐ Approval of Minutes (Debra Jeffries)
  - Tabled due to lack of quorum

☐ Treasurer’s Report (Jamie Hays)
  - No fees are charged for faculty/staff donations to the Foundation account
Scholarships are being processed

Executive Committee Report

Goals and Objectives for the Executive Committee
- Market the council and get our name out to increase our visibility
- Improve our communication to campus
- Tracy McDaniel is working on the by-laws
- Plan the Retreat
- Plan the Annual Meeting

A meeting with all committee chairpersons is being planned

Sign-up sheet for the Welcome Back Picnic was circulated

Reaching out to new employees
- Still need a decision on what we are going to do
- Distributed a Staff Council brochure—send any suggestions to Roxanne

Feedback form located on the Council website

University Committee Membership needs:
- Athletic Committee
  - Barry Overpeck volunteered
- Archive Committee (need 2 volunteers)
  - Rhonda Beecroft

First President’s Advisory Council meeting is on Tuesday, August 12th
- Roxanne will bring updates to each Council meeting

Human Resources Report (Candi Barton)

- Short term disability—updated us on some of the features and benefits of the disability plans that they are exploring
- Symetta—new life insurance company
  - Open enrollment for voluntary life insurance enrollment will be in September.
  - Existing policies will roll into new plan at no cost increase
  - Check on your beneficiary that is on file

Health Insurance update
- September 9th – 1st day of health screening
- Spouses are invited to participate
  - Incentives may increase if spouse participates
- Tobacco use form is being updated so that there is only 1 form
  - Saliva tests will be given at the screening
  - Only those who say that they do not use tobacco or are attempting to quit will be tested
  - 2 years in the cessation program is allowed
  - There is no chance of 2nd hand smoke exposure causing a positive reading
- If you say you do not smoke and are found out to actually be using tobacco products, you will be charged back to January 1st
  - Employee Health Benefits Advisory Council will meet next week
    - Medical claims have increased 19% over last year at same date
    - Rate increases are likely to go up double digits
  - Harriet Kelley retired at the end of July
    - They are working on hiring a replacement
  - Sick Leave donations
    - Give/donate—up to 2 weeks per fiscal year
    - Can receive—up to 8 weeks per fiscal year
    - Employee must have filed for FMLA and have used all of the paid time off before they can receive any donated time

- Committee Reports
  - Election Committee
    - Duties have been distributed so that members are involved
    - Making headway on manual
  - Employee Relations Committee
    - Rec Center Days are being discussed
      - Sign-up for a buddy system
    - Health Awareness
      - Possible creation of a walking map
      - Becoming involved with the Color Run event
  - Events and Special Recognition
    - Still taking volunteers for special events
    - Sign-up sheet circulated asking for volunteers to work photo booth @ Welcome Back picnic
    - Parade & tent @ homecoming on October 11th
      - Provide only 1 main food item at the tent plus something they takeaway & keep
    - Cookbook project
      - Need more recipes (goal of 200 recipes)
        - Asked everyone to submit 5 recipes each
        - Put cookbook in subject line when submitting recipes
    - Bazaar—November 26th or December 12th
      - Donations by staff or students to sell @ bazaar
  - Staff Benefits Committee
    - Maggie Slavens & Debbie Huckabee are co-chairpersons
    - Proposal for Council on sick time donation was distributed
      - Discussion was held on increasing donation time from 2 weeks to 50% of their accrued sick time and on how much donated time one person could receive
      - Rationale needs to be added to the forms
Was there a cost analysis done on the ramifications to the university’s budget on putting in these changes?

New Business

- Presentation on the Mollie R. Wheat Memorial Clinic
  - Located in the Landsbaum Center
  - Acute Primary care unit
  - Provides health screens & education for patients
  - Clinical and Interprofessional education for students
  - Students provide the care but they are supervised by physician on site
  - FREE SERVICE—even if you do have insurance
  - Open to anyone in the community
  - No appointments—first-come/first-serve on Saturdays
  - They do not give vaccinations

Closed Session Discussion (Council Representatives Only)

Next meeting:
September 11, 2014, HMSU Dede III, 10:30 a.m.