August 31, 2015

Ms. Shelby McConnaughey
Administrative Assistant
University Faculty Senate
Gillum 103J

Dear Shelby,

FEBC members 2014-2015:

* Chairperson; Noble R. Corey
* Secretary; Shelley Arvin
* Additional Faculty Members; M. Affan Badar; Jim Smallwood; John Pommier; John Conant; Tim Mulkey, Veda Gregory
* Ex-officio: Eric Hampton, Faculty Senate Executive Committee; Mark Green, Administration

This is the final report for the FEBC committee for August 2014 to May 2015. I have also included all of the minutes taken and approved during that period. I did not realize that the final report was to be written. In the past, we were apprised of the need for the final report during early May of the academic year in question. Thus, I am sorry that I did not submit the report earlier. The charges and action taken follows:

The initial charges from the Executive Committee of the Faculty Senate were;

1. Review the Summer Teaching Compensation policy and its implementation

2. Review the salary model method in terms of its impact on salary levels and salary compression. Preferred Response by 11/4 Executive Committee meeting.

3. Continue regular annual reports on salary and health insurance recommendations.

4. Review the Wellness changes (if any) proposed for January 15.

The first motion made and passed was:

* + 1. **Faculty teaching arranged/independent study or dissertation sections will be paid a flat stipend per student.**

**Vote 6-0-1. Motion Passed.**

An additional motion was made and passed relative to the above-stated motion. It was;

1. **Timing of Enrollment Measurement.**
2. **Enrollment will be measured at 8:00 am on the third day ~~and at the end of the Add Period and the greater number is used~~ for course enrollment pay purposes.**

**Vote 6-0-1. Motion Passed.**

Two additional charges were made to the FEBC. They were:

1. The e-mail received by the Executive Committee of the Faculty Senate and forwarded by Robert Guell included two requests: C. Norman, Recreation Center Use and R. Lugar, Dependent Fee Waivers.
	1. From C. Norman: *I would like FEBC to consider the policy regarding use of the University Recreation Center. Specifically, I would like to see those persons covered under the University Health Plan, in addition to the University employee, granted use of the facilities without charge. The rationale is that it would contribute to keeping health care costs down. (I informally inquired of the administration on this. They were not receptive. However, I would like you to honor the request with a detailed proposal and justification.)*
	2. From R. Lugar: *Please consider allowing faculty and staff to use the balance on unused dependent fee waivers on graduate school. Specifically, if a dependent goes to ISU and graduates in 8 semesters, could the dependent be allowed to use the 2 remaining semesters in their 10 semester allotment toward a graduate education.*
2. Student Recreation Center (SRC) policy regarding usage by family members of employees
	1. John Lentz responded to members’ questions. He stated that someone else decides the spouse policy, not the Recreation Center (SRC) Typically, SRC may recommend after getting feedback from students. It would then go up the ladder through the Vice President of Student Affairs, then President, then approved by Board of Trustees. He pointed out that the SRC counts on revenue each year from the spouse pool. Last year, $21,000 came from spouse membership. If this stops, it will be a significant hit to the SRC budget. If there was a huge influx of spouse members and if they participated in the exercise programs, it could perhaps impact students’ participation in exercise programs. The SRC had a Program Fee for spouses for Group Exercise Classes. It was feared people would overrun the classes. But the SRC has not seen that. So the SRC eliminated the fee, which was more trouble than worth. First come, first serve for classes now. No registration for classes. The SRC must protect classes for students. If there was ever a problem, the SRC would have to maybe institute registration for classes to maintain student access and/or charge a class fee for spouses. Spouses would need a parking pass. Maybe there would be parking issues.
	2. Corey asked what the current hours available at the SRC are.

 Building Hours Pool/Sauna Hours Family Hours (POOL)\*

M-F 6:00am – midnight 6:00am - 8:00am;

11:00am-11:00pm

Sat 9:00am - 9:00pm 9:00am - 8:00pm 9:00am - 5:00pm

Sun 12:00noon - 11:00pm 12:00noon - 10:00pm 12:00pm - 5:00pm

\* Family Hours for SRC during summer are the same as building hours. Pool Family Hours are listed above. Family Hours will be in effect when ISU has a holiday or break, such as Spring Break. It is NOT in effect at any other time not designated by ISU. (Vigo Co. School Corp. breaks, for instance)

Saturday Family Hours will now be 9am – 5pm

Sunday Family Hours will now be 12 – 5pm

When a holiday falls on a Monday, such as Martin Luther King Day or Labor Day, Family hours will reflect the Sunday schedule – 12 - 5 pm. Family Hours will be in effect when ISU has a holiday or break, such as Spring Break. It is NOT in effect at any other time not designated by ISU. (Vigo Co. School Corp. breaks, for instance)

* 1. Lentz commented that the President exercises early and he observed a line of people waiting to get in. So the SRC will open at 5:45 am. Lentz expects that people will line up even earlier with the new hours.
	2. Children in the SRC were discussed. Lentz stated that most of the SRC policies were set by the student steering committee, which was leery of having children in the facility during recreation time. Family hours are on Sat and Sun. Hours are relaxed over spring break and summer. There are occasional student complaints of children on courts. The SRC has occasional bad language. If children are present, they may hear this. SRC tries to control the language but…
	3. No one is allowed on the second floor under 14 years old.
	4. There is not a lot of time now for children to use the SRC. It is for the college student population. The SRC would NOT provide childcare services. They will not supervise.
	5. Pommier stated he brings kids and they can’t go in the water unsupervised.
	6. Lentz added that children below a certain age must be with a parent. For older children, a parent must be on the pool deck. Older still, a parent must be in building.
	7. SRC fee is $100 per term with 6 hours or more of on-campus credit. <http://www.indstate.edu/recsport/membership.htm>
	8. Same SRC fee since it was established 6 years ago. Original fee was approved by students. It was going to be $144 per semester, but the State of Indiana wished to lower fee…but eliminated the operating expense. The SRC gets funding from revenue generation. The university allocates dollars each year to compensate.
	9. Corey asked, “What is the university’s cost for student help in the SRC.”
	10. Lentz replied that it was close to $300,000. The total operating budget is $770,000.
	11. Corey asked if there were the same number of student workers during day.
	12. Lentz replied that it varies. Personal training is based on the fees. Intramural sports officials come from operating budget. The actual student wage budget is $310,000, $210,000 of that is dedicated to staffing the SRC & HHS for drop-in recreation. Then wages are needed for programming. Adjuncts are allowed free access. Lentz is supportive of that. But the allocation did not increase to allow it. The most significant issue is the pool. Between 3:30-7:00 pm it has packed lap lanes. Other groups use the pool for training, etc. SRC has been able to be in the black every year but it gets tighter and tighter each year.
	13. It was commented that the men’s locker room in the Health & Human Services Building is smaller than the University Hall meeting room 210. Old lockers were so bad that one could pull them open even when locked.
	14. Pommier asked what the university subsidizes.
	15. Lentz replied that SRC gets $40,000 from student fees, $211,669 from SRC fee and $160,000 from president to allow for faculty/staff use. Sometimes some funds are held back and distributed to the SRC as needed. They received a small bump each year from student fees. Get $50,000 per year for capital equipment. After mortgage payment, after allocation money, only $50,000 left over from student SRC fees.
	16. Trust that Chip Rogers is giving accurate information. Roughly 2 million dollars per year. If given $450,000 for operating expenses, leaves $50,000.
	17. Lentz was never involved in the loan. He thinks it is a 30 year loan.
	18. Corey asked where equipment repair comes from.
	19. Lentz replied that equipment repair must be done. SRC has a person who takes care of the fitness center. SRC always asks for a 3 year extended warranty. They are trying to change out older equipment. SRC has 21 6-yr-old treadmills. They have 21 6-yr-old elliptical machines.
	20. SRC is getting 6 treadmills. By the time they have replaced all of them, they will have treadmills that are 10-yrs. old. Too old.
	21. Lentz likes the relationship with Life Fitness (company).
	22. SRC is trying to replace all cycling bikes. Probably need to lease those. Those will be $11,000 or $12,000 per year.
	23. SRC probably needs $50,000 per year for equipment replacement.
	24. Mark Green said that SRC is supported through revenue. Spouses are part of wellness, so the university should remove excuses. Green thinks few people would take advantage anyway.
	25. Lentz is not opposed philosophically. SRC would just need revenue replacement. Lentz believed that many faculty/staff want to exercise away from students. They don’t use the SRC. There is always a waiting list for lockers. If it is open to family spouses, he would not expect a giant influx. Lentz would like to see an increase in use in the middle of the day. They don’t need more after 4:00 pm.
	26. Green added that they don’t want children in an adult facility. Lentz agreed.
	27. Lentz added that spouses could improve their fitness and wellness by participating. The biggest worry is the pool and group exercise classes. Pool use would probably increase more. The original plan was for an 8 lane pool.
	28. It was asked, if it had been done, perhaps it would have been paid for?
	29. Lentz replied he didn’t know. The pool is the most expensive.
	30. Pommier commented that the university was putting money into the pool in the Arena. It has a warmer water temperature. The swim team won’t want that.
	31. Conant asked what the expectation of usage was after the Vigo County pool opens.
	32. Lentz said SRC makes a lot of money off swim lessons. It is busiest in spring and summer. Originally Lentz was concerned, but he read that Vigo County intended to offer more of introductory “safety in water” class at Vigo County. It may help SRC. Children become interested in water and come to ISU for lessons. “We have the best instructors in town.” He did not think there was time for Vigo County to offer the standard Red Cross “learn to swim” program. If they put all the swim teams in their pool that they say, they won’t have time.
	33. SRC may lose open swim time to Vigo County. It is a potential loss.
	34. The YMCA pool did not hurt ISU pool attendance.
	35. Lentz asked if FEBC members wanted the percentage of faculty/staff participation in SRC.
	36. Corey replied Lentz may send us any extra documentation he thinks may help.

At the next meeting of the FEBC, Ms. Candy Barton, Director of Human Resources and Staff benefits was introduced to further explain issues in regards to the SRC and other issues concerning the insurance plan at ISU.

1. Candy Barton was asked questions about adding spouses to Student Recreation Center (SRC) coverage.
	1. Barton said that there was a concern about a loss of revenue from adding spouses to SRC.
	2. Smallwood stated that SRC accepts his expired ID card.
2. NC: Many employees have received letters from CIGNA asking that employees ask doctors to call CIGNA and justify the prescriptions covered.
	1. Barton: ISU had added to its benefits two management programs: Fraud and Abuse. And Step Therapy (which is starting therapy with the lower cost therapies before stepping up to the more expensive versions in order to find the most effective).
	2. Gregory: Are there certain drugs associated with this?
	3. Barton: I think antibiotics.
	4. Corey: Lipitor and Crestor are involved.
	5. Barton shared a sample letter from CIGNA. In Step Therapy, physicians must document that drugs were tried stepwise. If the cheaper ones didn’t work, then CIGNA will cover the more expensive ones. CIGNA just needs justification.
	6. Gregory: Why do all ISU employees not receive this letter?
	7. Barton: Because not all employees are affected. Barton is talking to CIGNA because she objected to the “scare tactic” language.
	8. Barton would like prescriptions to still be filled on weekends and evenings.
	9. Barton: We also have this step therapy plan with our fully insured retiree program. About 1000 retirees are fully insured on our NEBCO plan <http://www.nebco.net/>. Example: A retiree is on medication for multiple sclerosis. It was working well. They may continue on it but it does require a phone call.
	10. Barton: Some people shop around to buy their meds. Indiana governor required ISU to be part of IAPPP plan with the State thru *Express Scripts* <https://www.express-scripts.com/>. Each school/municipal can have its own plan. ISU decided on its own to add the Fraud and Step Therapy coverage.
	11. Corey: Employee was receiving medication at $15 for two tubes. A refill cost $770. Change in one ingredient changed the price.
	12. Barton confirmed. She had met with *Express Scripts*. Medications that are compounds sometimes change the ingredients. Many of these are “topicals and creams.”
	13. Barton described a news report on Scott Pelley news. Compounding company was charging separately for every ingredient in the medication. Some ingredients are very, very expensive. Some companies undercharge employees because they are getting the rest from ISU insurance.
		1. Axelrod, J. (2015, February 23). Investigation: Insurance billed $18,000 for unwanted pain meds. *CBS News*.
	14. Gregory: With some companies, it is cheaper to pay out of pocket. Provider chooses the medications. Some are reasonable. There is one place in town that mixes its compounds. Barton: Pharmacy in a CBS report is being investigated because medications did not meet sterility guidelines. It distributed meds anyway.
	15. Barton: About the Fraud and Abuse program. An ISU employee had visited 32 doctors and filled an Oxycodone prescription 32 times. Pharmacist recognized employee because worked at two pharmacies. Police investigated. Human Resources stopped filling the prescription.
	16. Gregory: Now, there is a law that monitors opiates.
	17. Barton: ISU pays a premium for Fraud coverage. But if the program detects fraud, it will pay for itself several times over.
	18. Gregory: ValuScript, located in Carmel, mixes topical compounds.
3. Dependent Fee waivers.
	1. Barton was asked about fees waivers for dependents.
	2. Barton: Dependent fee waivers? Basically, ISU gets credit or reimbursed for the number of undergrads who graduate. ISU also receives money for graduate student graduations but it is an insignificant amount. Paid if 2.0 GPA or higher.
	3. ISU president changed the rule for summer work. As long as taking one summer semester full-time, will get the fee waiver. But students can’t take their first semester in the summer.
	4. Intended to incentivize undergraduate graduation. Up to 10 semesters.
		1. If a dependent child became ill and had to drop out, Barton has given them back that semester.
		2. Students must maintain a 2.0 GPA. If student drops below 2.0 GPA and phones Barton, she will give the student one semester to bring the GPA back up. Parents may never hear about it.
4. CIGNA Flexible Spending Accounts.

	1. Flexible Spending money is debited before taxes. The law allows maximum amount of $2,550 to be tax deferred for health care. The maximum amount for day care is $5000.
	2. A letter was received by employees. A College of Business employee asked if there was a grace period for unspent funds. Barton asked for this from CIGNA. If employees have money left over for 2014, it will be carried over in 2015. Employees can use it for the entire year of 2015.
	3. This will not happen in 2016. In 2016, if anything is left over, it will carry forward for only 2.5 months.
	4. Cigna offers a different plan that allows employees to only carry over $500. ISU has not signed up for that plan. They are just looking at it.
	5. The HR e-mail box was not working for a period to allow people to sign up for 2015 Flexible-Spending benefits. ISU allowed people who used to have coverage but did not sign up again to sign up late. Employees can sign up within 30 days of an event.
	6. There is an exception to the rollover this year because CIGNA messed up. CIGNA responsible for legality of the policy.
5. Barton shared additional information that may be of interest to FEBC.
	1. Lauren Campbell. New wellness coordinator. X4117. Available if anyone would like to consult.
	2. Barton is retiring in 2016. Working thru June 2016. Margaret Mary Welch will replace Barton’s position. Joey Newport will do health coverage. 10 years of service in local hospital.
	3. Barton is trying to get a physician to talk to “committee” about bariatric surgery. Counseling for procedure.
6. Further Discussion.
	1. Summer Fee Compensation. Badar heard that Senate had formed a special Ad Hoc committee. Hampton was unaware. Hampton recommended that the FEBC Chair craft a response for Faculty Senate about compensation.
	2. Gregory: Are we allowed to vote online?
	3. Hampton: We do vote online for constitutional changes. Senate does not vote online for motions and other things.
7. Action Items
	1. FEBC Secretary Arvin will send all FEBC motions to Corey to send to the Chair of Faculty Senate.
	2. At Meeting #7, Conant agreed to craft response to the SRC charge.
	3. Hampton said the e-mail from Faculty Senate Chair Bob Guell implied a need to data gather of faculty view of summer compensation. Recommended an e-mail question.
	4. Motion. (Approved 6-0-0; Badar, Conant)
		1. Send the following language to the Faculty Senate.

**FEBC recommends that if spouses were to be allowed the use of the Student Recreation Center, it would only be spouses who participate in the Indiana State University health insurance program. Spouses not participating should likely be required to pay the full spousal Student Recreation Center membership rate. The entire rationale for this was due to the requirement of spousal health assessments and wellness initiative for purposes of keeping health care costs as low as possible for those participating in the ISU health insurance program.**

The next item that the FEBC reacted to was the change in the summer school program at ISU.

1. Vice President Diann McKee was invited to attend the meeting of FEBC.
2. Diann McKee was invited to speak.
	1. Summer is changing. Moving to only one 11-week summer term. Mid May to Aug.
	2. Have looked at business processes that handle summer. Goal to minimize any changes in pay dates. But some minor changes were needed. Streamline, some modifications made.
	3. McKee apologized if it is perceived that it should have been brought to FEBC sooner. Had thought that the changes were minor.
	4. Chip Rogers spoke.
		1. Distributed handout: *2015 Proposed Summer Academic Pays.*
		2. Trying to make all the historical different summer terms to fit the payroll forms.
		3. Sometimes there was late paperwork.
		4. Summer can be complex. Three different payrolls.
		5. With the change in summer pay, 90% of summer was in 6 parts of term.
		6. Goal to complete and put in payroll and get it done. Don’t want people to go 7-weeks or 11-weeks with no pay.
		7. Tried to match pay dates as much as possible to those of previous year (2014).
	5. Ken Brauchle spoke.
	6. Rogers: Ball State has one summer term with a first half and a second half.
	7. Corey: No change in TIAA summary?
	8. McKee: No. TIAA CREF for faculty will remain as it was for summer pay.
	9. Pommier: Motion (second Badar) to approve schedule as submitted.
	10. Rogers: If consolidate to 11 weeks, would have to add another payroll in August. So believe this works out best.
	11. Motion approved (7-0-0)
3. Minutes were distributed. Minutes Feb. 5. Minutes Mar. 5.
4. **Motion to approve #7 & #8. (Approved 7-0-0; Badar, Gregory).**

**Following is a summation of the charges and responses of the FEBC for the academic year August, 2014 through May, 2015.**

**Meeting #1 August 26, 2014**

1. Review of Charges from Faculty Senate.

FEBC

1. Review the Summer Teaching Compensation policy and its implementation. **Preferred Response by 11/4 Exec meeting**
2. Review the salary model method in terms of its impact on salary levels and salary compression. **Preferred Response by 10/14 Exec meeting**
3. Continue regular annual reports on salary and health insurance recommendations.
4. Review the Wellness changes (if any) proposed for Jan. 15.
5. Produce an annual report by 8/1/15.

**Meeting #2 September 4, 2014**

Much discussion of Handbook 505.12

**505.12 Summer Sessions.**

**505.12.1 Summer Term Salaries Based on Teaching Load**. Summer term salaries are based on the number of credit hours (or equivalent) taught.

**505.12.2 Summer Term Rate of Pay**. The rate of payment is 2, 2.5, or 3 per cent of the previous academic year base appointment salary for each semester hour of instruction (or equivalent) based on University enrollment guidelines:

* Undergraduate Courses: (5-9 students = 2%, 10-19 students – 2.5%, and 20+ students = 3%),
* Graduate Courses: (4-7 students = 2%, 8-15 = 2.5%, and 16+ students = 3%)
* Faculty teaching arranged/independent study sections will be paid a flat stipend per student. Rate shall be $300 - $500 per student based on a three-semester hour independent study course or equivalent.
1. **Conant made motion to include dissertation section in last line of 505.12.2. Affan second.**
	* 1. **Faculty teaching arranged/independent study or dissertation sections will be paid a flat stipend per student.**
	1. **Vote 6-0-1. Motion Passed.**
2. Conant Motion: A statement should be appended to the end of 505.12.2.
	* 1. **Timing of Enrollment Measurement.**
			1. **Enrollment will be measured on 8:00 am on the Day 3 and at the end of the Add Period and the greater number is used for course enrollment for pay purposes.**

Changed to

* + 1. **Timing of Enrollment Measurement.**
			1. **Enrollment will be measured at 8:00 am on the third day ~~and at the end of the Add Period and the greater number is used~~ for course enrollment pay purposes.**
	1. **Conant made a Motion that the current policy is fine. Second by VG. (6-0-1)**
	2. Badar made a Motion: For mixed sections, the Number of grad students counted 1.5 times undergraduate students
		1. **For 400/500 level courses, graduate students count 1.5 times undergraduate students.**

(No vote recorded for Badar motion.)

**Meeting #3 September 18, 2014**

Candace Barton provided information. No motions.

**Meeting #4 October 2, 2014**

Mark Green, Associate Vice President for Academic Affairs, provided information. No motions.

**Meeting #5 October 16, 2014**

Review of minutes. **(Approved 5-0-1)**

A. FEBC Minutes #4.C.iii. was discussed.

i. Corey suggested asking for an appeal to outlandish charges of health insurance.

Hampton pointed out that drug costs of individual employees are none of our

business. Members suggesting asking Candy Barton why a formulary drug cost could

change in one day. This would be an informational item.

VI. Arvin read the FEBC charges from Faculty Senate.

1. Corey will contact the Senate for supplementary materials for Charge #2. If no information is provided, FEBC will not meet in two weeks for the scheduled meeting.

**Meeting #6 January 22, 2015**

1. From C. Norman: *I would like FEBC to consider the policy regarding use of the University Recreation Center. Specifically, I would like to see those persons covered under the University Health Plan, in addition to the University employee, granted use of the facilities without charge. The rationale is that it would contribute to keeping health care costs down. (I informally inquired of the administration on this. They were not receptive. However, I would like you to honor the request with a detailed proposal and justification.)*
2. **Corey:** **Will write an email to Mark Green, Associate Vice President for Academic Affairs, asking him to visit and state the position of Admin in regard to this issue.**
3. **Corey: Invite John Lentz, Director for Recreational Sports**
4. Teaching compensation.
	* 1. **Need to pull out Past Motions and put vote on it and send to Senate. Separate them out from Minutes, which may not be read by Senators.**
		2. **Corey: Invite John Lentz, Director for Recreational Sports, and Mark Green, Associate Vice President for Academic Affairs, for information at the Feb. 5 meeting.**
5. From R. Lugar: *Please consider allowing faculty and staff to use the balance on unused dependent fee waivers on graduate school. Specifically, if a dependent goes to ISU and graduates in 8 semesters, could the dependent be allowed to use the 2 remaining semesters in their 10 semester allotment toward a graduate education.*
	* 1. **Corey:** **Invite Candy Barton, Staff Benefits Director, for information at the** **Feb. 19 meeting.**
		2. **Arvin will send Corey the Minutes. Corey will send Motions to Senate Chair Guell.**

**Meeting #8 March 5, 2015**

1. Action Items
	1. FEBC Secretary Arvin will send all FEBC motions to Corey to send to the Chair of Faculty Senate.
	2. At Meeting #7, Conant agreed to craft response to the SRC charge.
	3. Hampton said the e-mail from Faculty Senate Chair Bob Guell implied a need to data gather of faculty view of summer compensation. Recommended an e-mail question.
	4. Motion. (Approved 6-0-0)
		1. Send the following language to the Faculty Senate.
			1. **FEBC recommends that if spouses were to be allowed the use of the Student Recreation Center, it would only be spouses who participate in the Indiana State University health insurance program. Spouses not participating should likely be required to pay the full spousal Student Recreation Center membership rate. The entire rationale for this was due to the requirement of spousal health assessments and wellness initiative for purposes of keeping health care costs as low as possible for those participating in the ISU health insurance program.**
	5. Send forward.
		1. **Get money from the state of Indiana for undergraduate students’ graduation rate. Do not get money from the state for graduate students’ graduation rate.**
	6. Send the language of the motions regarding Summer Compensation. (See Meeting #2 above.)

**Meeting #9 March 5, 2015**

No meeting to the lack of charges from the executive Committee.

**Meeting #10 April 9, 2015**

No meeting and further meetings were cancelled due to the lack of charges brought forth from the Faculty Senate Executive Committee.

**Respectfully submitted,**

 **Noble R. Corey, Chairperson**