



**Fringe Benefits Committee
Meeting Minutes
1/15/2013**

In attendance: Mary Consolo, Mike Crifasi, Jean Farah, Stacy Fening, Suzanne Healy, Barb Juknialis, Jennifer Loudiana, Julianne Manchester, Karen McColl, Karen Romoser, Amy Sheldon

Barb Juknialis called the meeting to order. Minutes from the December 18th meeting were approved with some changes concerning the lactation center in the new student center.

OLD BUSINESS

Lactation Rooms - Karen McColl provided an update on the inclusion of a lactation room in the new student center. Karen spoke with Kathy Hach who looked at the student center plans and determined that there is no lactation room in the blueprints. Karen asked the General Counsel's office to verify what was required by law and found that a separate room specifically for lactation is part of the law. We are unsure whether the University is now looking to adjust the plans or what further action should be taken.

Karen also noted that the current lactation rooms in Mather Memorial and Thwing Center are not truly compliant under the law. Since no one has formally complained to the GC's office, no action has been taken to correct this by the University. Karen also clarified that information about the rooms' locations and access to the rooms can be found on the CWRU Women's Center website. A web search for "lactation centers" on the CWRU website will direct the user to this information and the contact person who can give access.

Stacy Fening volunteered to help Karen in any steps going forward concerning the lactation rooms. No concrete next steps were discussed.

Retiree E-mail Accounts – Barb e-mailed Tom Sui regarding the status of the retiree e-mail accounts and got no response. Barb later learned that she should direct her questions to Carolyn Washick and that a 6-month pilot of retiree e-mail accounts would be offered with the objective of measuring the effort vs. benefit.

Parking – Karen Dunn was not present at the meeting, but reported the answers to the questions brought up in last month's parking discussion from Michelle Adams to Barb via e-mail.

- 1) Regarding the question of whether UH employees pay a different amount than Case employees in CWRU lots that are shared by both institutions: CWRU charges UH whatever the going rate is for that particular lot. What UH charges its employees for those permits is unknown. However, Michelle believes that UH subsidizes a portion of this fee.
- 2) Regarding the question of whether other vendors will be considered when the Standard Parking contract expires: The current contract with Standard Parking will expire in 4 years. At that time, there will be a bid process to determine what vendor will be contracted. The contract will need to be approved by CWRU, UH, and UCI.

Access Services – We discussed issues that people were having with contacting access services through the phone and getting into the Veale parking lot. Barb will contact Michelle Adams of Access Services with questions about these matters.



NEW BUSINESS

In an effort to identify new initiatives, Karen Romoser shared a list of issues that were found in the SAC Policy Committee's survey of policy issues. We brainstormed over these issues to find something new to examine.

The issues discussed were:

1. Maximum raise of 12% allowed when people switch positions. This is not a true policy, but a procedure.
2. Performance Reviews: questions about 360 degree reviews, meaningful reviews, manager training
3. Flexible use of personal time off: limits on family sick, bereavement, etc. There was a 2009 resolution to change the limits, but it was not approved.
4. Mandatory supervisor training.
5. Bullying: The policy is silent on bullying unless the offense is covered by statute.
6. Ombudsman: There is an integrity hotline for anonymous complaints that are addressed by the University.
7. Sick time bank.
8. Tuition benefit for staff taking courses outside CWRU: There was a 2009 resolution to raise the limit to \$2,700 that was not approved. The current limit is \$2,000.
9. Reasonable limits on unpaid overtime or "other duties as assigned" in a shrinking work force.

Training and staff development as well as management training emerged as themes in many of these topics. The Lead program and the Women's Leadership Program were discussed as available CWRU training programs, but all are voluntary.

Discussion: Is there any training for 360 degree reviews or a pilot program?

Discussion: We would like to re-examine the limits on bereavement and family sick time.

The meeting was adjourned at 1 pm.

Respectfully submitted,
Stacy W. Fening