

Meeting Minutes

Staff Advisory Council General Council Meeting
Friday, June 21, 2019 10:00-11:30 am, Toepfer Room, Adelbert Hall

I. Welcome!

- 10am call to order

II. Approval of Minutes: April 18, 2019 General Council Meeting

- Barb (1st), Kathryn (2nd) All approved.

III. Announcements from Human Resources

A. Benefits Updates

- i. Amy Sheldon provided updates, indicated more sessions around benefits will be offered and information is the Daily.
 1. Reviewed a PowerPoint on mail order pharmacy. Direct Scripts chosen to partner with new pharmacy plan effective 7/1, affecting mail order maintenance medication. Now using Med Impact Direct.
 2. Not all information transfers over: personal health info, payment info, HIPAA release forms, delivery and contact instructions do not. Must go to Med Impact Direct to complete new form.
 3. Timeline: On 6/1 people registered with MID. 6/17 new prescriptions can be filled by MID. 7/1 all scripts and refills will transfer from Direct Scripts to MID
 4. Benefits Administration in daily contact with MID to monitor transition
 5. As of 7/1, no longer have to do mail order, can do retail pharmacy for 30 or 90 day prescription. Some changes in costs and discount availability. Broad retail network. There is a price break with mail order.
 6. There is a slide show on the website to show how to do registration – www.medimpactdirect.com. Member ID # is MID ID so check your card for that number
 7. Each family member needs own user name but you can reuse email addresses
 8. Email: customerservice@medimpactdirect.com or call 855.873.8739, option 4 Pharmacy staff
- ii. Union Eye Care transferred to VSP, no charge for month of May. Union Eye is in breach of contract
- iii. Contact them by June 30 if want to be removed from VSP

IV. New Business:

A. LGBT Committee

- i. Rescheduled for August meeting
- ii. Replaced with discussion around Compensation (see letter D.)

B. Elections Committee Call for Nominations

- i. Elections run July 15 – 31
- ii. Call for nominations July 1 – 8, reminder in Daily
- iii. Need nominations for Academic affairs, Nursing, Mandel, Dental, and University Admin
- iv. There are not running term limits

C. ThinkBig Update from the Provost @ 11:00am

- i. Lisa Kamp provided Think Big Update
- ii. Explained North Star and where we want to aspire to be, and Agora, place to bring it all together. We are a complex institution and need to come together
- iii. Interdisciplinary, community, and culture = agora
- iv. 4 pathways:
 1. Operationalizing Interdisciplinary and Social Impact
 2. Address the human and technology together
 3. Translating and Distributing out to the world and back
 4. Looking and Acting like the agora of the future

5. Going forward: Developing metrics, August 22
6. 2 Members of SAC serving on summer work group

D. Compensation

- i. Conversation on Campus Compensation Assessment. There was a survey a few years ago, asked the Provost for an update
- ii. Victoria Wright has been meeting with higher levels of University for Q&A, Matt Smith suggested talking to staff so that was added to the process. There will be focus groups for staff. Looking for SAC participation. Matt sat down with them and they are asking good questions
- iii. Concerns raised in SAC GC meeting that current policy lets people be paid below the minimum so what does minimum mean? Questions around salary structure and paygrades. Also disparity amongst the different schools.
- iv. Barb is on the committee but has yet to meet though is happy to

V. Announcements from All Standing Committees

A. Standing Committees

- i. Communications Shannon Swiatkowski, Bob Slovenec
 1. Will gear up after elections and update constituent groups
- ii. Community Service Theresa Grigger, Laura Huffman
 1. Back to School Supply Drive!
 2. Order some supplies with SAC funds, \$300.66
 3. Did not meet the 17th, next meeting July 8
 4. Will send information out about what supplies people are looking for with tax free weekend approaching
- iii. Elections Karyn Newton, Jim Prince
 1. No additional report
- iv. Fringe Benefits Bob Lanese, Chris Littman
 1. Did not meet in June
 2. No one attended big parking meeting
- v. Staff Policy Jim Nauer
 1. Met May and June
 2. HR Website looked at published version of handbook and encourage all to review
 3. Would like a PDF version
 4. Can we get a list of all that has been changed to look directly there as information has been split into different areas; Faculty Handbook has list of all changes
 5. Need a "here's what has changed" document because new format makes it hard to compare
- vi. Staff Recognition Elise Geither, Jean Seneff
 1. Awards ceremony, met yesterday
 2. Discussed ways to recognize staff beyond awards
 3. Party on Quad is July 24, 2-5pm
- vii. Staff Training and Development Melissa Van
 1. Meeting confusion, undergoing leadership transition. Apologies for meetings being cancelled

B. Ad Hoc Committees and Liaisons to University Committees

- i. Sustainability Initiatives Gabrielle Meester
 1. No update
- ii. Fringe Benefits Barbara Juknialis
 1. No additional update
- iii. Diversity Leadership Council Matthew Smith
 1. Final meeting with VP, produced document for interim Dr. Bostic to help with transition
 2. What does it mean for Equity to have own space – as transition happens, ensure staff are paid attention to, may be an opportunity to provide feedback

iv. Parking Advisory

Paul Keeley, Carlier Myers

1. No one able to attend
2. Immediate response to resolution was that people can go to meeting but that hasn't historically been a space for conversation, only for updates. Exec will follow up
3. Parking updates for fitness centers on wellness website

VI. Announcements from Executive Committee

VII. Adjournment

- Barb (1st), adjourned at 11:21am

Upcoming Meeting Schedule:

<u>Steering Committee, Adelbert M2</u>	<u>General Council, Toepfer Room</u>
Thursday, August 15 2019, 1:00pm – 2:30pm	Thursday August 22, 2019, 1:00pm – 2:30pm
Thursday, September 26, 2019, 1:00pm – 2:30pm	Thursday, October 3, 2019, 10:00am – 11:30am
Monday, December 9, 2019, 1:00pm – 2:30pm	Friday, December 20, 2019, 1:00pm – 2:30pm
Thursday, January 30, 2020, 1:00pm – 2:30pm	Thursday, February 6, 2020, 10:00am – 11:30am
Thursday, April 2, 2020, 1:00pm – 2:30pm	Friday, April 23, 2020, 1:00pm – 2:30pm
Tuesday, June 2, 2020, 1:00pm – 2:30pm	Thursday, June 11, 2020, 10:00am – 11:30am