

**General Council Meeting Minutes
October 2nd, 2009
Toepfer Room**

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1 Call to Order

The council meeting was called to order by Kathy O'Linn at 10:05 am.

2 In Attendance

| | |
|---------------------|----------------------|
| Adams, Michelle | Jones, Jovon |
| Austin, Theodore | Juknialis, Barb |
| Bailey, Rebecca | Kahl, Rebecca |
| Blass, Robin | Knox, Charley |
| Charvat, Jacqueline | Kouns, Lisa |
| Cheetham, Caroline | Kramer, Robin |
| Copes, Bonnie | Kramer, Richard |
| Dowdell, Kathleen | Lawson, Peter |
| Dunn, Karen | McColl, Karen |
| Fening, Stacy | McMichael, Elaine |
| Fretthold, Kurt | Miller, Twyla |
| Fuller, Beth | O'Linn, Kathy |
| Grigger, Theresa | Peterson, Julieta |
| Gumph, Jeffrey | Prince, Jim |
| Gupta, Anita | Sheppard, Robin |
| Hanning, Kathleen | Swiatkowski, Shannon |
| Hetzel, Bob | Swol, Christian |
| Howard, Kathryn | Weitzen, Diane |
| Hrouda, Benjamin | Wichert, William |
| Huffman, Marcia | Woyczynksi, Liz |
| Jarmusch, Bryan | |

3 Approval of Minutes

The minutes from the August meeting were approved with no changes.

4 Announcements

- The Budget for the year awarded to SAC was \$4,517.58 Orientation Breakfast, including room set up, catering and materials (notebooks with colored copies) for newly elected SAC members totaled \$1,255.32. This leaves a balance of \$3,262.26
- Jackie Charvat affirmed as Interim Secretary for 2009-2010.

- Benefits Fair help Nov 10 and 11. Sign up for hour-long slots to help HR or work the SAC table.
- Guest: James Ryan from HR attended the meeting to discuss increases in benefits rates. The national rates of health insurance raised double digits. CWRU's health care packages will increase from 9-15%. HR is using reserve funds to keep the increases down; they would have been 15-16% without using these reserve funds. The premiums are increasing due to an increase in high dollar claims and the age of those covered is increasing. Since CWRU joined the CVS Caremark coalition it will save 600K a year and this will help moderate medical cost inflation. HR has issued an RFP to hire consultants to do an extensive review of services so that we can have sustainable Health care programs. More information will be released in the spring of 2010. Dental premiums are also increasing for 2010: Dentemax, which has not increased since 2002 will increase 10% (approximately \$1-2 to employees) and will be frozen for 2 years; the School of Dental Medicine premiums will increase 3% for the basic and 5% for the comprehensive plan. Vision premiums – Union Eye care will have no increase this year; VSP will have a 6% rate reduction. The health care flexible spending accounts will now offer debit cards at no cost to the participants. The participants will incur no out of pocket expenses and not have to submit reimbursement claims.
- Marcia Beasley will be the HR representative with us this year.

5 Old Business

A Proposal to modify the constitution was made at the August meeting. Katherine Howard has been appointed chair of the committee.

6 New Business –

An ad hoc committee is being developed for the SAC 20 Year Anniversary and is being led by Theresa Grigger. Lynne Ford is working on a comprehensive SAC time line and we are planning celebrations to honor SAC.

The Wellness Walk was moved to June. It will coincide with 20th SAC anniversary celebrations.

7 Reports of Standing Committees

7.1 Communications — No report

7.2 Community Service – We have five new members, and welcomed some of them at the meeting held this past Tuesday, September 22nd. At the meeting, Bonnie and Mary Lou (co-chairs) gave an overview of the previous years. Michelle Saafir, past chair for many years, was also in attendance and added a very good overview of past years' participation in various outreach and events.

The Basket Raffle is top priority at this time, and we have an energetic group with good ideas and willingness to participate. All members will be asked to e-mail Bonnie with ideas for

recipients of the Basket Raffle proceeds, and she will put forth those ideas at our next meeting, Tuesday, September 29th. After that, there will be a final vote via e-mail. Then on to the next step of assigning jobs, etc. for the event. We're excited!

7.3 Elections – The Elections Committee completed the election process for the general council representatives for the following management centers:

School of Dentistry: Marna Negrelli and Laura Huffman

Mandel School of Applied Social Sciences: Caroline Cheetham and Marie Vibbert

Frances Payne Bolton School of Nursing: Kathleen Hanning and Theodore Austin

Academic Administration: Carol Terrell, Benjamin Hrouda and Stacy Fening

University Administration: Karen Dunn, Dane Weitzen, Jovon Jones, Robin Sheppard, Elaine McMichael (Barney), Lisa Kouns, Juliet Peterson, Christian Swol, Katherine (Kat) Evans, Robin G. Kramer, Michelle Adams, Liz Woyczynski, Jeffrey Gumpf, Richard Kramer, Jim Prince, Twyla Miller, Rebecca Bailey and Marcia Huffman.

The winners were recognized in the Case Daily 9.4.09 and the SAC News 9.17.09. The newly elected representatives were honored in a breakfast 9.14.09 where special guests included President Barbara Snyder, John Wheeler, Senior Vice President for Administration, and Carolyn Gregory, Vice President for Human Resources.

Each new representative received a notebook containing vital information about upcoming meetings and committee selections; a Case cookbook donated by the Staff Training & Development Committee as a gift and will receive a letter from the University President. Their supervisors will also receive notification of their election requesting time to serve.

7.4 Fringe – Have been working on 3 resolutions since August.

7.5 Staff Policy – Has not met yet. Next meeting is October 13th at 3 pm.

7.6 Staff Recognition –

1. With the completion of our service to the Party on the Quad our committee took a hiatus from meeting until after the SAC Elections, Orientation and Committee selections.
2. We will contact the newly elected representatives that have expressed an interest in joining the SAC Staff Recognition Committee after the Oct 2nd SAC General Council meeting.
3. Once our membership roster is complete we will select our meeting time & place for the upcoming year.

7.7 Staff Training and Development –

The committee has been working on the Steps 4 Staff Walk and Wellness Expo in an effort to raise money for the SEEF Program. Although there was a great interest in the event that was planned for Friday, October 9, 2009, due to circumstances beyond our control, we decided to

move the date to June of 2010. This will coincide with the 20th year anniversary of the Staff Advisory Council celebration that is in the planning stages.

Rebecca Kahl has accepted the invitation to serve as Co chair of the committee with Kathleen Dowdell for the 2009-2010 term. Kathleen O'Linn will be stepping down from this position to serve as Chair of the Council.

Our next meeting of the Staff Training and Development Committee will be held on Wednesday, October 21 at Noon in Adelbert Room 353.

8. Reports of Liaisons to University Committees

8.1 Faculty Senate – Kathy O'Linn attended; John Wheeler and Dick Jamison talked about safety on campus and preventive measures being taken on campus. They are also looking into an upgrade of officers. Reminded everyone to travel in groups or call an escort. Mentoring was also discussed and is looking to be enhanced.

8.2 University Fringe Benefits– Most covered by Jamie Ryan in his announcements at SAC General Council today. UFB met On 10/01/09 to discuss 2010 benefit rates: 2009 Claims experience has driven up rates for 2010. Med Mutual Traditional and Anthem users will see double digit percentage increases. Jamie Ryan will present the details. Kaiser and Med Mutual PPO have been contained under 10%. HSA debit cards will be available in 2010.

8.4 Diversity – Kurt Fretthold has been attending; Marilyn Mobley developed this council in order to assist strategic plan for diversity for the university. Two meetings have occurred with the leadership council and is working to get organized. There have been discussions of a retreat of the leadership council. A new website and newsletter being created. Everyone should have received new diversity pamphlet. Kurt met with Howard Ross who developed a diversity training program and he was very impressive; proposed lunch date dialogues, co-sponsorship with SAC.

8.5 Climate Action Committee—Kathleen Dowdell will be attending as the SAC representative. Climate Action Committee is being led by Eugene Matthews and Linda Robison and will also include John Wheeler and President Snyder. They are also looking for other membership.

9. Discussion of Issues --- None

10. Adjournment

The Meeting was adjourned at 11:28 am