

Minutes

Staff Advisory Council General Council Meeting
Friday, October 25, 2019 1-3:00pm, Toepfer Room, Adelbert Hall

I. Welcome

II. Approval of Minutes: August 22, 2019 General Council Meeting

Motion to Approve Minutes: Barb Juknialis
Second: Jim Nauer
Abstention: Kate Klonowski

III. Peter Poulos, Office of General Counsel - Policy on Freedom of Expression/Expressive Activities

Peter asked if everyone is familiar with the Policy Map, essentially the policy on policies.

Owner of the policy is the Provost's Office. Proposed policy. For expressive activities, the reason the provost is the owner, these activities are usually a student group and so it makes sense for the provost to be the owner of the policy. It is not a change in how the university has approached expressive activities on campus. There are a number of different policies and documents that exist when it relates to freedom of expression. Faculty handbook e.g. already has a policy. Technically as a private institution we don't have to follow the first amendment. Our first priority is to protect the safety of the campus community. We allow these activities as long as it can be done in a safe way and campus can continue with normal operations. We pre-plan, and talk through how we can allow it in a safe fashion.

The policy covers faculty staff and students.

IV. Maria Smith, Human Resources - Pharmacy Benefit Manager

- A. Benefits update
- B. Prescription Plan update

July 1 the transition from direct scripts to med impact took place. We added a retail option called Choice 90. So instead of having to receive maintenance meds via mail order, you have the option to go to a retail store. There is an increase in cost for that option. Mail order, 2 months of co-pays for 90 days vs. 3 months of copays for 90 days. It seems that most have decided to stay with the mail order options.

HR did put significant efforts into outreach – info sessions, additional reach out to employees, UMC assisted with communications, we reached out to retirees.

People are getting calls/texts from CVS. Maria will look in to this.

V. Reports of Standing Committees

- A. Communications

Shannon Swiatowski, Bob Slovenec

Booked a photographer for Dec 5 and will be here to take professional photos of SAC members that are interested. We are getting quotes for shirts for the 30th Anniversary of SAC (which is next year). Our committee is assisting in planning the activities for that celebration. We will be putting together the constituency lists. Each SAC member will get about 50 staff members – throughout the year you'll receive a message from the chair asking to share information with your constituents. You'll do that through the constituent list created for you.

B. Community Service Theresa Grigger, Laura Huffman
Ramping up for basket raffle – West Side Hunger Network – the basket raffle is held each year during the benefits fair. We are selling tickets now. You can pick up tickets to sell to your co-workers. Pre-sale prices are 7 tickets for \$5. There is also a sign up sheet to volunteer at the benefits fair. \$87,550 donated to local charities so far.

C. Elections Karyn Newton, Jim Prince
Elections complete. Ballots closed Tues 10/22. We've sent out the congratulatory emails to those elected yesterday. Carlier also sent a message to all new members. Karyn will send the results to be published in the Daily next week. Working on the letters from the President.

D. Fringe Benefits Bob Lanese, Chris Littman
We did not meet last month but have been meeting fairly regularly for the last year. We have de Workers comp, unemployment, life insurance, tuition, retirement, long and short term disability. Our committee meets on the 3rd Tuesday of each month at 1pm in Adelbert M3

E. Staff Policy Jim Nauer
Did not meet in October but did meet in September. We talked about the changes to the University Staff Policy manual. We are still looking for a co-chair of the committee. Our next meeting is Nov 21.

F. Staff Recognition Elise Geither, Jean Seneff
Jean has stepped down as co-chair temporarily, due to role as Vice Chair. Have a call out to current members to Chair/Co-Chair. Met last week to revisit the process and revamp the process that is beneficial for everyone. Ad hoc committee for review of nominations of the awards. Speaking with HR about what the collaboration will look like.

G. Staff Training and Development Melissa Van

VI. Reports of Ad-hoc Committees and Liaisons to University Committees

A. Faculty Senate Meeting Carlier Myers
They were talking about the policy of freedom of expression, OGC did a presentation there as well. Heard from the Provost about the Think Big process and the four pathways that resulted in that activity.

B. Sustainability Initiatives Gabrielle Meester
This year CWRU is updating its climate action plan. First one in 2011, a plan to reduce CWRU's carbon footprint. This year, led by the sustainability office, the plan is done. Being reviewed by a variety of offices on campus. Carbon offsets - have hammered out some recommendations on that e.g. when you fly for your job you can buy carbon offsets. Stephanie would like to talk to this committee to give an update and I will work with the executive team to get something scheduled.

C. Fringe Benefits

Barbara Juknialis

The committee met twice. Open enrollment – there are no major changes planned but there will be some cost increases. Benefits fair Nov 6 and 7. Working with JB Silvers on a more sustainable path. There will be a tool that you can use where you can input data and it will tell you what your best choice is in terms of benefits. The retirement oversight committee, the government has mandated some changes and so there are going to be changes. That committee will be deciding on what those are for the university. Next meeting is Dec 11.

Benefits education series – some have been taped and can be viewed from the wellness website. Will be running in the gaming room during the benefits fair.

D. Diversity Leadership Council

Matthew Smith

Don't have a whole lot to report other than he is handing off to Dawn to step into that. We are interested in taking a hard look at where the council is spending it's time. We have heard that the LGBTQ committee would like to engage with us. We will continue to work for seats at tables for seats like the Diversity Leadership council as they come up.

E. Parking Advisory

Paul Keeley, Carlier Myers

The next meeting is Nov 8. We are looking forward to taking to that any questions that you would want posed to that group. We did get one re availability in lot 55 since the big move to Samson. Feel free to email any concerns or questions to Paul - pek@case.edu.

Matt – we passed a resolution earlier this year related to parking and have not had a response. I can share that with you. If you could bring that up in the meeting and prompt a conversation with us on that – that would be my only ask.

VII. Old Business

Could Matt respond to the response for the resolutions.

The short answer is that we did not get a response. We are continuing to discuss the council's constitution.

VIII. New Business

Re the freedom of expression – are we expected to endorse this policy?

Any update on the Staff Climate Survey.

We did meet with HR. the answer is yes, there will be a survey and they are working with Institutional Research to develop it. There was no timeframe given. Know that we continue to push HR on this.

IX. Adjournment

Meeting adjourned at 2pm

Upcoming Meeting Schedule:

Steering Committee:

TBD

General Council, Toepfer Room, Adelbert Hall

Thursday, December 5, 2019, 10:00am-11:30am