

# Faculty & Staff Benefits Committee

## Minutes

March 15, 2016

<b>MEETING CALLED BY</b>	Michal Masternak, Chair
<b>ATTENDEES</b>	Michal Masternak, Shelia Daniels, Ashley Longoria, Scott Launier, Cissy Glowth, Axel Schülzgen, Julie Voyles, Iryna Malendevych, Diane Clark, Peter Spyers-Duran, Ida Cook, Barbara Brown, Edwin Torres, Hansen Mansy, Jamie LaMoreaux

### AGENDA TOPICS

#### **FUTURE FACULTY & STAFF BENEFITS COMMITTEE MEETING SCHEDULING**

MICHAL MASTERNAK  
Chair

<b>DISCUSSION</b>	Michal Masternak polled the committee to determine the best dates and times for future meetings. It was suggested by Ida Cook to use Doodle Poll in the future to determine the best date and time for everyone.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

#### **TUITION WAIVER PROGRAM UPDATE**

SHELIA DANIELS  
Interim Associate VP & Chief HR Officer  
HR Administration

<b>DISCUSSION</b>	Shelia Daniels updated the committee on the Tuition Waiver Program discussions that have recently started. An administrative task group has been formed to discuss the possibility of implementing an institutional benefit university-wide with the UFF contract agreement as a foundation. The task group will meet on a reoccurring bi-weekly basis to determine the plan design and specific benefit parameters. Ida Cook made a resolution to recommend Staff Council representation in the administrative task group, and the motion was seconded by Jamie LaMoreaux. Shelia Daniels was tasked with communicating the need for Staff Council representation at the next Staff Council meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Request representative be appointed by Staff Council to serve in the Tuition Waiver Program administrative task group	Shelia Daniels	3/17/16

**FUTURE BENEFITS ITN (INTENT TO NEGOTIATE)**

<b>DISCUSSION</b>	<p>Shelia Daniels updated the committee on a future ITN (Intent to Negotiate) project that the HR department will be completing for specific supplemental employee benefits. Per the last committee meeting (in October 2015), research has been completed by the HR department on the possibility of incorporating specific UCF benefits in addition to the benefits offered through the State of Florida Group Insurance Program. It has been determined that the health and basic life insurance cannot be included on a local level to compete with the already available State benefits. The possibility of adding additional dental and vision options has also been researched by the HR department, and it has been determined that those benefits will be explored further at a later date. The upcoming ITN will possibly include life, long term care and disability insurance. Because the ITN will be very scoped to specific benefit plans with a maximum of two available payroll slots, Shelia asked the committee to identify any gaps in our benefits structure for suggestions on benefits to be included in the future ITN. Suggestions from the committee members included:</p> <ol style="list-style-type: none"> <li>1. Alzheimer's/Dementia (including early onset) coverage and at home care to be included in the Long Term Care policy</li> <li>2. Additional mental health coverage</li> <li>3. Fertility treatment coverage</li> <li>4. Hearing aids</li> </ol> <p>A committee member suggested implementing Bereavement pay for A&amp;P employees.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Per a request from a committee member, determine if employees can donate sick leave if they do not participate in the Sick Leave Pool.	Ashley Longoria Shelia Daniels	3/31/16

**UCF 403(B) INVESTMENT COMMITTEE**

<b>DISCUSSION</b>	<p>Ashley Longoria updated the committee on the UCF 403(b) Investment Committee. Per the last committee meeting (in October 2015), UCF contracted with CAPTRUST on July 1<sup>st</sup> 2015 as our Retirement Plan Advisory Consultant. CAPTRUST functions as an on-going and engaged consultant to the UCF HR department in assisting with the UCF voluntary 403(b) fiduciary governance, plan design, investment management, plan administration and participant engagement. The first goal of the UCF 403(b) Investment Committee is to reduce the number of retirement vendors from nine active vendors to three active vendors. Once the final three vendors have been announced to all UCF employees, ample time and informational resources will be shared with all employees to assist them with making changes if needed during this transition. Additional information will be communicated at a later date.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**2016 FINANCIAL WELLNESS SERIES**

ASHLEY LONGORIA

HR Benefits Manager

<b>DISCUSSION</b>	Ashley Longoria updated the committee on the upcoming Financial Wellness Series (previously called the Retirement & Investment Series). It will be held on select dates between April 4, 2016 and April 28, 2016, and the full agenda can be found on the HR website here: <a href="https://hr.ucf.edu/files/2016-Financial-Wellness-Series-Agenda.pdf">https://hr.ucf.edu/files/2016-Financial-Wellness-Series-Agenda.pdf</a> .  Shelia Daniels added that the series will include three sessions on the Public Service Loan Forgiveness Program through the Consumer Financial Protection Bureau.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>