

Faculty & Staff Benefits Committee

Meeting Minutes

October 16, 2017

3:00 p.m. to 4:30 p.m.

Human Resources IC-102 Conference Room

3280 Progress Drive, Suite 100

MEETING CALLED BY	Maureen Binder, Associate VP & CHRO
ATTENDEES	Ashley Longoria, Cissy Glowth, Frank Guido-Sanz, Edwin Torres, Dennis Dulniak, Kathie Holland, Amy Foster, Michal Masternak, Shelia Daniels, Joanne McCully, Maribel Amaro-Garcia, Boyd Lindsley, Brian Kim, Axel Schülzgen, Jeffery Golub, Maureen Binder
ABSENT:	Matt Nobles, Peggy Nuhn, Benjamin Rockmore, Stacy Van Horn, Bettina Baca, Jamie LaMoreaux, Mary Kaye Pascua

AGENDA TOPICS

COMMITTEE SECRETARY DISCUSSION

EDWIN TORRES

Chair

DISCUSSION	Chair Torres indicated that the committee is in need of a Secretary, and asked the committee members if anyone wanted to volunteer. No one volunteered for the secretary position, so Ashley Longoria volunteered to take minutes for the current meeting until someone indicates interest.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Chair Torres and/or Ashley Longoria if you are interested in volunteering as the committee secretary for the 2017-18 term.	All Committee Members	ASAP

BENEFITS OPEN ENROLLMENT

ASHLEY LONGORIA

Associate Director, Benefits & Leave Administration

DISCUSSION	Ashley Longoria updated all committee members on upcoming changes for the 2018 plan year. The Open Enrollment Information Session presentation is available on the Human Resources website: http://hr.ucf.edu/open-enrollment	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Communicate any Open Enrollment presentation and/or enrollment one on one meetings for your department to Ashley Longoria before Open Enrollment ends on Friday, November 3 rd .	All Committee Members	ASAP

SICK LEAVE POOL COMMITTEE REPLACEMENTS

DISCUSSION	Ashley Longoria communicated the need for two faculty replacement positions for the Sick Leave Pool committee. There are currently two positions that need to be filled – the first position is a one-year term, and the second position is a two-year term. Boyd Lindsley volunteered for the one-year term, and Amy Foster volunteered for the two-year term. Ashley Longoria indicated they would be receiving additional communication from the Assistant Director of Leave Administration (Ben Anderson) within the next week.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

OLD BUSINESS

DISCUSSION	<p>Chair Torres updated the committee on items that had been discussed during the 2016-17 committee meetings:</p> <ul style="list-style-type: none"> • The committee concluded that they supported an endorsement of the notion that A&P employees be extended the same opportunity as faculty for parental leave, which was included in the final report that the Chair/Secretary sent the Faculty Senate at the end of the 2016-17 committee year; • Multiple discussions regarding the mandatory 3% retirement contribution (effective 7/1/2011) for all state employees, including a suggestion to include as an agenda item for a future Advisory Council of Faculty Senates (ACFS) meeting. A suggestion was also included in the final report that the Chair/Secretary sent the Faculty Senate at the end of the 2016-17 committee year to pursue investigation of a means to reduce the 3% employee cost of the Florida Retirement System; • Effective communication methods to engage faculty and staff; • The recommendation that A&P employees be included in the committee membership was included in the annual report, with suggestions for how to elect them as well as a suggestion that each college submit a recommendation for A&P representation, with a rotation of college participation; • The possibility of looking at other dental plans (aside what is available through the State of Florida Group Insurance Program) to possibly offer in the future; and • Future health and wellness initiatives/program for the overall campus community. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

NEW BUSINESS

EDWIN TORRES

Chair

DISCUSSION	<p>Chair Torres opened discussion inquiring on current strengths and weaknesses in regards to employee benefits. Feedback from the committee members included:</p> <ul style="list-style-type: none"> • Additional education on the differences between the HMO and PPO health insurance plans; • The need for additional health and wellness benefits for employees; • Employee (more specifically, OPS) hurricane disaster relief for lost income; • Update Tuition Waiver Program process steps for employees to reference on Tuition Waiver Program website; • Discuss possibility of UCF allowing employees to use the Tuition Waiver for courses that are currently not covered by the waiver including independent study, etc.; • Having an A&P position added to the committee as well as update HR titles in bylaws (per the 2016-17 report to the Faculty Senate recommended); • Additional discussion on mandatory 3% retirement contribution; • Additional discussion on paid parental leave for staff <p>Preferred meeting times were also discussed, with the majority of the committee members indicating they would prefer one additional meeting before the end of the Fall semester. Several committee members indicated Fridays were good for a committee meeting, and Wednesdays were not convenient.</p>	
	ACTION ITEMS	PERSON RESPONSIBLE
Update Tuition Waiver Program process steps for employees to reference on Tuition Waiver Program website	Ashley Longoria	ASAP