

Faculty Benefits Meeting – Minutes

September 4, 2019

SU 109; 3:15pm

Members present: Jennifer Sharp, Alyssa Appelman, Vincent Owhuso, Jamey Strawn, Justin Yates, Sharon Vance, JeeEun Lee, Suk-hee Kim, Barclay Green, Dhanuja Kasturiratna, Sue Griebing, Darrin Wilson, Debbie Patten, Ausbra McFarland, Zeel Maheshwari, Boni Li, Qi Li, Irene Encarnacion

Call to Order –Agenda adopted

Minutes from April 3, 2019 meeting approved by majority

Benefits Committee Charge: Chair Charlisa Daniels reviewed the charge given to the Benefits Committee from the Faculty Senate Handbook:

1. Review, evaluate, and make recommendations concerning those policies, procedures, and programs related to faculty benefits
2. Process applications of and make recommendations on candidates for Faculty Sabbatical leaves, faculty Project Grants, Faculty Summer Fellowships, and other programs assigned by the Faculty Senate such as the Faculty Senate Scholarships

Introductions – All members present introduced themselves by name, department, and years of service on Benefits Committee

Selection of Secretary- Emily Shifley volunteered to serve as secretary of the committee

Faculty Development Workshops Announcement Charlisa announced the following workshops for faculty; faculty are allowed to go to any or all of the four sessions:

1. Overview of Faculty Development Awards to go over the types of awards, including requirements and conditions, the application process and timeline, and how the applications are reviewed

September 10<sup>th</sup> 2:30-3:30 UC 135

September 11<sup>th</sup> 10:00-11:00 UC 135

2. Format of Faculty Development Award Proposals to go over the application format and review criteria in detail including frequently asked questions and common pitfalls

September 17<sup>th</sup> 2:30-3:30 SU 104

September 18<sup>th</sup> 10:00-11:00 SU 104

Brief overview of Faculty Development Award Process- Charlisa reviewed the FDAs granted in AY 18-19 and announced the number available for this year; see current year's budget

Faculty Development Awards granted in 2018-2019

Fellowships: 25 applications; 15 funded (out of 15 available)

Project Grants: 24 applications; 18 Funded (\$90,573.87 recommended budget)

Sabbaticals: 19 applications; 19 funded (out of 26 available)

Faculty Senate Scholarships: 8 applications; 2 tuition awards and 2 book awards funded

Current year's budget for 2019-2020 awards

Fellowships: 15 (\$6000/each for \$90,000 total)

Project Grants: 9 full (up to \$6000/each for \$56,000 total)

Sabbaticals: 23 sabbaticals available

Timetable for Faculty Development Application Process : Charlisa identified the following important dates and timeline for FDA application:

October 1<sup>st</sup> at 4:30pm –Applications due to Grace Hiles, Chair, and Dean (if applying for a Sabbatical)

October 8<sup>th</sup> -Chair and Dean forms are due to Grace Hiles

November 4<sup>th</sup> -Subcommittee reports due to Full Committee

November 8<sup>th</sup> -Benefits committee finalizes recommendation

November 13<sup>th</sup> -Additional Benefits committee meeting to finalize recommendations (if needed)

December 1<sup>st</sup> -Full committee report to Provost

December 24<sup>th</sup> -Provost notification to applicants

Confidentiality of Sub-Committee Membership and Sign-up: Charlisa asked members to sign up for one of the three FDA subcommittees before leaving today's meeting. She reminded them of the confidentiality of the subcommittee membership and process.

#### Old Business

Define Acceptable/Unacceptable. There is discussion on this every year as we do receive a range of different levels of applications, however we are mandated by the Faculty Handbook to evaluate the applications based on those qualities listed in the handbook and no other qualities so we will simply use those when we judge the applications. There are many resources for applicants to get a good idea of what is expected from their applications on the Benefits website as well as examples of acceptable applications.

Revision of FDA evaluation tool, application instructions, Faculty Handbook evaluation section, and the Benefits website were completed last year. We did not revise the chair/dean letter last year and so we discussed how to revise this to encourage more feedback from the chair/dean on the merit of the applications. We talked about how we could add something to the "comments" section of this form to ask the chair/dean about the values the proposal has to the community/university/department.

#### New Business

Delay in Health Insurance Coverage for new faculty hires. We talked about how new faculty do not have insurance start until October 1<sup>st</sup>. HR informed one new faculty that this was because of a state law, but we are not sure if this is true because at other colleges like ECU, there is not such a delay before coverage. It was mentioned that this is a common practice in businesses to have to wait 90 days for health care coverage. We talked about how even if this is a state law that cannot be changed, it would be good for much more communication to take place with new hires (before the new faculty orientation) letting them know that there is this delay in coverage. Perhaps HR could also offer a supplemental short-term insurance option for new hires to purchase on their own before the regular coverage begins. This information could not only be communicated to new hires earlier, it could also be posted on the HR website. Charlisa will contact HR and see if it would be possible for them to address these issues or come to one of our meetings, perhaps in December, to discuss further.

**Future Meetings**

October 2

October 16

November 6

December 4

January 15

February 5

March 4

April 1

May 6

Motion to adjourn approved by majority vote. Meeting ended approximately 4:15pm.