

Faculty Benefits Meeting Agenda
November 6, 2024
Zoom; 3:15

Attendance: Becky Elkins, Alicia Ireton (secretary), Andrea South, Donna Smith, Darrin Wilson, Kalif Vaughn, Joshua Elliott, Kathleen Spada, Kevin Muenta, Joe Mester, Suk-hee Kim, Moreteza Sadat-Hossieny, Gilso?, Aron Levin, Waltong ?, Junko Agnew.

Call to Order: 3:17 p.m

Approval of Minutes: Kalif motioned, Sharyn gave a 2nd motion.

Adoption of Agenda: Sharyn motioned, and Kalif gave 2nd motion

Old Business

- Patty Burke – Director of Benefits HR – highlights
 - New Dental Coverage with Humana
 - Open Enrollment – October 23 – November 7th – must elect enrollment (not passive this year) for medical, dental, FSA, HAS... all of them
 - **Open enrollment is currently happening. We have new dental insurance as Patty mentioned.**
- FDA subcommittees confirmed

New Business

- FDA Subcommittees Reports / Recommendation - Discussion
 - Break out groups utilized for those who had applications during discussion of the specific application types they had applied
 - Solidify Recommendations
 - **Summer Fellowships:**
 - Darrin Wilson gave an update on summer fellowship applications. Darrin disclosed a potential conflict in being listed on a potential project. The subcommittee voted for him to stay as chair with guidelines that he not score that one or discuss. 10 fellowships will be awarded with 11 recommended.
 - Recommendation to committee: If someone was on the border of receiving, we would ask the provost to consider funding it. Tenure track is highly looked at and group would advocate for the 11th to the provost since the scores were very close and we need to support junior faculty members.
 - 3:26: Motion to adopt the top 10 summer fellowship applicants and recommended to advocate that the 11th applicant to also be funded by Becky Elkins, Kalif, and Sharyn. **Summer fellowship recommendations approved at 3:28 p.m.**
 - **Sabbatical Leaves:**
 - **Sharyn: Sabbatical subcommittee:** 3:40 p.m. 21 available sabbaticals. After reducing the number of applicants due to technicalities, there were 22 viable applicants. One applicant applied for full year but only eligible

for spring 2026 due to previous spring 2019 sabbatical – reviewed for spring 2026. One applicant requested Fall 2025 OR Spring 2026. Recommend for Spring 2026. Evaluation method of subcommittee members discussed. Initially members only read half. Some read all. Suggestion made to have all subcommittee members review all applicants next year since evaluator averages were significantly different – some were more lenient in scoring while others were more stringent. This has been the practice the past few years. While most applicants had acceptable scores, two applications were found to be outliers with significantly lower scores. The lower scored applications were vague or not well explained. All subcommittee members read the 2 lower proposals. One appeared to be too much narrative. Lowest ranking did not have supporting documents. The letter of support was lower ranking and noted to be put together hastily. Both applications were discussed. The subcommittee decided to recommend the top 21 applicants for sabbatical leave since 21 sabbaticals were available. Suk-hee supports subcommittee.

- Motion to move top 21 applicants for sabbatical: Jennifer motioned, Kalif gave 2nd motion.
- **Committee approved: 3:46 p.m. for 21 sabbatical recommendations.**

Project Grants:

- **Suk-hee: update on project grant subcommittee:** 20 applications, all members reviewed all 20 applications. Our limit was for \$60,000 dollars. Dollar amounts requested were up to \$6,000 (the maximum). The top 10 applicants were recommended “under budget”. However, the subcommittee strongly recommended full funding for the 11th ranked applicant since they were so close in ranking. The subcommittee came up with 3 potential recommendations:
 - 1. Recommend to fund 10 full project grants. (\$55,446.79).
 - 2. Recommend to use Total amount of \$60,000 for 11 total applicants receiving funding but the 11th not getting full amount
 - 3. Recommend to Fund the top 11 applicants fully and ask for a total of \$61,446.79.
 - Questions regarding “status” of 10th and 11th applicants. It was confirmed that both the 10th & 11th ranked applicants were tenure track (junior) faculty members who could benefit from funding.
 - Full Committee unanimously chose to adopt option 3: to fully fund all 11. We would ask the provost to go above and beyond the available amount. If the Provost says no, we would like to request that the amount for the 11th applicant be maximized. So, we would want to go up to the amount allowable by the “cap”.
 - Jennifer moved to vote on recommendation 3. Josh 2nd the motion.
 - **Project grant recommendation approved for #3 (full funding of 11 projects or up to \$60.000). at 4:08 p.m.**
- FDA Next Steps - Additional meeting if needed - Timeline for FDA announcements
 - *Dec 1 Full Committee report DUE to Provost (fixed date each year)*
 - *Dec 24 Provost notification to applicants (fixed date each year) – maybe December 20th ? this year*

- FDA Tools / Documents Discussion
 - Any additional discussion? If so, you can email Becky Elkins and we can discuss next meeting.
 - From Fellowships Subcommittee: Evaluation of tools: email thoughts to Becky (Darrin). One criterion: if applying for multiple awards, might want to weight it more heavily. Could affect someone if they don't apply for more to get the weight. This is a part of the score currently. Does this make sense to boost the score?
 - Also noted that N/A can affect scores (sabbaticals). Clearer on that scoring. N/A should not be on scoring sheet. This was put into a cell, that did affect the score minimally. Example, item F3, some were noted as N/A. Candidate should spell this out and then it wouldn't be N/A. We might want to remove this from the scoring completely.
 - From Project Grant Committee: -question about F3, maybe remove so that it is not weighted against someone if they didn't apply for multiple.
 - Discussion also surrounded the fact that the funds should be beneficial for all disciplines.
 - Other Discussion: Becky brought up concerns from executive committee regarding the requirement for "SMART goals" and some felt these were a STEM item. After much discussion, it was noted that all we were asking applicants to do is to provide goals that were specific, measurable, action oriented, relevant, and time based. More detail will be included for applicants in future workshops.
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- Revisit Benefits Priorities
 - Tuition Waiver Subcommittee formation - subcommittee to work with Budget Committee members
 - Tuition Waiver subcommittee to work with Budget Committee members: Budget committee has asked us to form our own subcommittee to work with them to propose something to faculty senate. It's okay to be on subcommittee even if you have used the benefit. Questions about expansion for grad studies, other family members, full tuition, etc.
 - Jennifer McLeod volunteered to be chair. Josh Elliot and Kathleen Spada agreed to join. Alicia can join if needed as well. Others can email Becky if interested.
- Do not need November 13th "extra" meeting... cancelled. Next meeting December 4th.

Future Business

- Revisit Benefits Priorities

Motion to adjourn: Jennifer motioned, 2nd, Sharyn. 4:15 p.m.

Future Meetings @ 3:15pm

Fall 2024 @ 3:15pm <ul style="list-style-type: none"> • December 4 **Will be our next meeting! 	Spring 2025 @ 3:15pm <ul style="list-style-type: none"> • January 15 • February 5 • March 5
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