

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

Call to Order

Approval of Minutes

Adoption of Agenda

**Old Business**

- Patty Burke – Director of Benefits HR – highlights
  - New Dental Coverage with Humana
  - Open Enrollment – October 23 – November 7<sup>th</sup> – must elect enrollment (not passive this year) for medical, dental, FSA, HAS... all of them
- FDA subcommittees confirmed

**New Business**

- FDA Subcommittees Reports / Recommendation - Discussion
  - Need break out groups for those who have applied during discussion regarding specific application types
  - Solidify Recommendations
  - FDA Next Steps - Additional meeting if needed - Timeline for FDA announcements
- FDA Tools / Documents Discussion
- Revisit Benefits Priorities
  - Subcommittee formation
    - Tuition Waiver subcommittee to work with Budget Committee members

**Future Business**

- Revisit Other Benefits Priorities

**Future Meetings @ 3:15pm**

Fall 2024 @ 3:15pm <ul style="list-style-type: none"><li>• November 13*[at chair's discretion]</li><li>• December 4</li></ul>	Spring 2025 @ 3:15pm <ul style="list-style-type: none"><li>• January 15</li><li>• February 5</li><li>• March 5</li><li>• April 2</li><li>• May 7</li></ul>
---	--

### **Time-table for 2024 Faculty Development Award Process**

- Oct 1 First Tuesday in October, Proposals DUE electronically from applicants by 4:30 PM to Grace Hiles, Department Chair, and Dean (if sabbatical)
- Oct 8 Second Tuesday in October, Department chair/Dean's evaluation DUE to Grace Hiles
- Nov 3 Subcommittee reports DUE to Full Committee Benefits (*This is the Sunday before our next meeting*)
- Nov 6 Benefits Subcommittee Recommendation Reports and Committee Finalization
- Nov 13 Benefits Committee meeting to finalize recommendations (if needed)
- Dec 1 Full Committee report DUE to Provost (fixed date each year)
- Dec 24 Provost notification to applicants (fixed date each year) – December 20<sup>th</sup> ?

#### Goals:

- Evaluation applicant proposals using evaluation tools
- Assess if updated FDA documents are appropriate based on the requirements of each type of FDA Award... jot down areas of improvement with evaluation tools and instructions for the FDA subcommittee you serve.
  - Ex. Are there criteria we require/evaluation within the specific FDA (i.e. project grants, sabbaticals, summer fellowships) that aren't needed?
  - Ex 2. Do we need the Not Applicable section now that we have changed the verbiage in the Evaluation Criteria to stated that the applicant "addressed" each area (meaning that they should have wrote "Not Applicable" if the area was not applicable to them.)