

Faculty Benefits Meeting Minutes
September 4, 2024
Zoom; 3:15

Call to Order: Meeting called to order at 3:18 p.m.

Members Present: Becky Elkins, Alicia Ireton, Kalif Vaughn, Grace Hiles, Lili Ma, Richard Gilson, Peiwei Li, Kathleen Spada, Marcia Zeigler, Sharyn Jones, William Landon, Suk-hee Kim, Darrin Wilson, Joe Mester, Junku Agnew, Mike DiCicco?, Joshua Elliott

Members NOT Present: Vincent Owroso, Jennifer McLeod, Andrea South, Gary Walton, Aron Levin, Dhanuja Kasturiratna (spring only), Gary Sczerbaniewicz, Morteza Sadat, Donna Smith, Jamey Strawn, JeeEun Lee

Benefits Committee Charge: The Faculty Benefits Committee

1. Reviews, evaluates, and makes recommendations concerning those policies, procedures, and programs related to faculty benefits; in particular those policies dealing with insurance, retirement, salary schedules, academic leaves, faculty development awards, deferred compensation, the credit union, travel allowance, and reassigned time. *Welcome new members! The Benefits committee reviewed the role of the benefits committee. There was discussion about our faculty development awards and in looking at increasing tuition waiver benefits.*
2. The committee processes candidate applications, evaluates submissions, and makes recommendations for Faculty Sabbatical Leaves, Faculty Project Grants, Faculty Summer Fellowships, Faculty Senate Student Scholarships and other programs assigned by the Faculty Senate. This committee meets via Zoom on 9/4, 10/2, 11/6, 11/13 (*at Chair's discretion) 12/4 in the Fall with an option to meet face to face for at least the first meeting. The current chair of the Benefits Committee is Becky Elkins (elkinsr3@nku.edu). *We typically meet on the first Wednesday of the month. We will take a poll to determine the best time for meetings.*

Approval of minutes: the minutes from the last meeting, May 1st, 2024 were called to be approved. 1st motion for approval was from Darrin Wilson. 2nd motion for approval was from Kalif Vaughn.

Adoption of Agenda: The agenda was called to be accepted. 1st motion for acceptance was from Alicia Ireton, 2nd acceptance by Bill Landon.

Old Business

- *FDA Handbook Evaluation Criteria Approved by Faculty Senate on May 3rd: These documents were revised and approved last year by the committee.*
- *Voted not to use AI – only Zoom for meeting recordings: As per discussions last year, the committee will not use AI technologies to record meetings, would be through zoom only.*
- *Voted to Approve Updated Faculty Development Award (FDA) internal documents*
 - *Evaluation tools – scoring redesign,*
 - *Instructions,*
 - *Dean & Chair Forms*
- *Selection of Faculty Senate (FS) Scholarship Recipients: Last spring, we awarded 4 total scholarships. 2 were for tuition and 2 were for books.*

New Business

- *Discuss Committee Representation / Membership: Welcome new members. All should have access to the Canvas Faculty Senate Benefits course.*
- *Select Secretary: Committee polled to ask acceptance of Alicia Ireton continuing as secretary. No one opposed and was approved.*
- *Discuss and Vote on Delivery mode for Fall and time for Fall/Spring (1:15pm): Discussion*

amongst group about considering what is the best delivery mode option for all members. It was noted that meetings typically last anywhere from around 40 minutes to 1.5 hours. There was a proposal to move the meeting time to 1:15 p.m. instead of 3:15 p.m. in order to consider parental and elderly care that members might have time constraints for. Members agreed that the mode delivery was more important than time change.

- At 3:42 p.m., a poll was created for voting on both mode and desired time of meeting. Results: 86% of voters selected the virtual option
79% voted to keep time at 3:15 p.m. **16** members were present at the time of voting.
- **Discuss Dental RFP Progress:** This was an initiative that is still not finalized. Work continued over the summer. Members looked at current benefits, potential options for change, and adding orthodontic coverage. Patty Burke has been invited to our next meeting in October.
- **Prioritize Benefits to address this year:** Members of the Benefits committee are asked to consider what benefits we would like to make a priority to discuss this year. Some suggestions included:
 - orthodontic coverage,
 - increasing tuition waiver amounts, who is covered under tuition waiver, graduate level coverage for dependents,
 - eyeglasses coverage,
 - retirement funding,
 - removing faculty gym fees (discussion on the University supporting healthy initiatives and use of such for deduction in premium for gym use and vitals monitoring),
 - *Please ask your colleges for any feedback and think about which you would like to be our priorities for the year.*
- **Discuss Faculty Development Awards – Workshops & Committees – Sign UP:**
 - Discussion of last year: Last year, we had 11 summer fellowship awards, 11 project grant awards and 21 sabbaticals.
 - This year, we will have 10 summer fellowship awards, 10 project grants, and 21 sabbaticals. (There is a formula used to get specific number of sabbaticals. Becky is not sure why the numbers are lower this year for summer fellowship and grants, but could be budget related) Becky will clarify budget decrease.
 - Applications for awards are the 1st Tuesday of October. *Reports by subcommittees are due by the end of October.*
 - We may have an extra meeting in November at the Chair's discretion, if needed for FDAs.
 - FDA Subcommittee Chairs,
 - **Darrin Wilson** will chair the summer fellowship subcommittee.
 - Suk-hee Kim will chair the project grant subcommittee.
 - Sharyn Jones will chair the sabbatical subcommittee.
 - All members should email Becky their 1st-3rd choice of subcommittee by 9/11/24. If you are applying for an award, you should not join that particular committee. You must serve on at least one subcommittee as part of your Benefit committee membership. Becky will announce results once she has emails in. Choices include:
 1. Summer Fellowships
 2. Project Grants
 3. Sabbatical
 4. FS Student scholarship committee (Spring... need at least 3-4 people).
 - There will be faculty development awards workshops. Please share these with your departments/schools/colleges. There are two types of workshops:
 1. **Overview of Faculty Development Awards** - informational workshop that covers types of awards
 - 9/17 from 1p-2p SU 109
 - 9/18 from 10a-11a in SU 109

2. **Format of Faculty Development Award Proposals** – informational workshop that covers how to write the proposals –FAQ, application, timelines, evaluation of applications, common pitfalls, etc.
 - 9/24 from 1p-2p (SU 104)
 - 9/25 from 10a-11a (UC 414).

Future Business

- Revisit Insurance – United Medical Resources / United Health Care
- Invite Patty Burke, Director of Benefits or other HR staff to future meeting - (*Send topic of discussion - Questions/Concerns in advance*)
- **Before our October 2nd Meeting:** In preparation for October 2nd meeting, please ask your colleagues/college if they have any questions or topics they might want explored, so we can share/ask with Patty at our October meeting. Please send these to Becky at least a week before the meeting so that Patty can be prepared.

Future Meetings @ 3:15 p.m., will be virtual!

Fall 2024 <ul style="list-style-type: none"> • October 2 • November 6 • November 13*[at chair's discretion] • December 4 	Spring 2025 @ ? <ul style="list-style-type: none"> • January 15 • February 5 • March 5 • April 2 • May 7
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Motion to adjourn meeting: Kalif motioned to adjourn at 4:24 p.m. 2nd motion given by Suk-hee Kim.