FACULTY BENEFITS MEETING
Minutes

February 4, 2015
UC 135, 3:15 PM

Attendance: Karen Mutsch, Kimberly Allen-Kattus, Chris Curran, Isabelle Lagadic, Eric Jackson, Xiaoni Zhang, Danielle Roemer, Stephanie Hughes, David Raska, Deb Engel, Matthew Zacate, Ryan Salzman, Angie Lipsitz, Boni Li, Perry Bratcher

Call to Order: Had to wait until 3:30 pm for a quorum, at which point the meeting was called to order by Chair Matthew Zacate. The agenda was adopted and the minutes from the December 4, 2014 meeting were approved.

New Business:
    Announcement that we need a volunteer to take over for Kajsa Larson on the Early Childhood Center (ECC) Taskforce. Zacate will send out more information about meeting dates and times by e-mail after the meeting.

Current Business:
    1. Benefits enrollment – questions for Emily Sumner, Director of Benefits.
        a. Humana requires "active" enrollment each year and it was Emily's decision to extend active enrollment to include other areas for consistency's sake and because she believes it is an important decision that faculty should take the time to consider each year.
        b. Current mode of communicating enrollment deadline is by postcard sent to campus mail. Karen Mutsch points out this is a problem for faculty who do not come to campus regularly, for example, for those who teach only online courses. Emily said they are considering sending e-mail reminders.
        c. E-mail reminders are sent to faculty who do not enroll. (It is not done automatically through SAP/myNKU.) They make a special effort to reach out to faculty who are not on campus because of sabbatical leave or other leave of absence.
        d. Benefits Office works with people who do not enroll by the deadline, even with those employees who get in contact with them in January. They also work with people who discover a mistake in enrollment after the enrollment deadline. Stephanie Hughes testified that Benefits Office is very helpful with correcting mistakes in SAP.
        e. Ryan Salzman points out timing of deadline is awkward for those employees who have partners whose enrollment deadlines come later. Emily advises that NKU employees should enroll with best guess and change later if needed.
        f. Emily would like to use more sophisticated benefits enrollment software that sits on top of SAP/myNKU; however, cost is preventing a change at this time.
    2. FDA selection process – Discussion Board results. There has not been a great deal of participation in the Discussion Board. After some discussion about how to improve participation, it was decided to set two deadlines between now and the March meeting: (1) Feb. 18 to make a first comment on the Discussion board and (2) Feb. 25 to make a second comment.
    3. Preliminary planning for implantation of pilot feedback programs. Zacate opened a discussion about ideas on how to proceed. It was suggested that as a first step, we should consider how the Project Grant feedback went, make changes to that feedback program, if necessary, and then use that as a basis for the other two areas.

Future Business:
    Two ideas to consider in the future:
    1. Change eligibility for Project Grants so that faculty may not apply for a new Project Grant until the third summer after their previous one (as is how Summer Fellowship eligibility currently works). Rationale for this is based on the fact that there are far more applications for Project Grants than there are funds available.
    2. Make funds between Project Grants and Summer Fellowships transferrable. Rationale is that many faculty who receive a Summer Fellowship but not a Project Grant use Summer Fellowship funds to buy materials for their projects.

Next Meeting. March 4, 2015 UC 135

Prepared by Matthew Zacate (with help from Karen Mutsch – thank you, Karen!)