Council Meeting Minutes for November 18, 2008

**Members Present:** Sally Evans, Lesley Hawkins, Barb Kalsem, Lynnette Hauser, Sherri Paul, Sue Ackerman, Donna Nelson, Deb Larkin, and Chris Patton

**Ex-Officios Present:** Brenda Behling

**P&S Council Representative Present:** Jason Follett

**Welcome & Introduction:** Michael Otis, Benefits Manager, HR (Open enrollment/benefits)

- Mike presented the new/change benefits information for S&C employees.
- Non-Supervisory Plan – State of Iowa Plan
  - Open change period is Oct 31 – Dec 1.
- ISU Plan
  - Open change period is Nov 3 – Nov. 21.
- Some of the highlights include:
  - **New in 2009**
    - A new state law allowing adult children to be covered under parent’s insurance – up to age 25 – unmarried – must be an Iowa resident – there may be tax implications to employees (imputed income) – does not affect current policies for fulltime students.
    - On the State of Iowa Plans – will do calculation of imputed income.
    - On the ISU Plan - you will need to consult with your tax advisor on imputed income.
    - You can pick the form up at the Benefits Office.
  - **Changing in 2009**
    - ISU Plan
      - Expanded network for Blue Advantage
    - Non-Supervisory Plan
      - Expanded network for Blue Advantage and Blue Access
      - United Health Care Plans will be dropped
  - **Medical plans**
    - Rates will increase for both ISU plans
    - Employee contributions will increase in most situations
    - ISU Plan benefit “credits” increasing by 9%
  - **Other benefits**
    - ISU Plan - dental rates will increase by small amount
    - No increase in life insurance or LTD rates
    - No change to premiums for Avesis Vision Plan
  - **Avesis Vision Eyewear Insurance Plan**
    - Voluntary to both plans
    - No lock-in period beyond 12 months. Glasses or contacts every plan year
    - Most local vision providers are included in the network
    - Allowed to enroll, stop or change coverage
    - Routine eye examine is not covered under medical in Program 3
  - **Voluntary life insurance**
    - Enrollment to basic life required to add this coverage
• Enrollment will require evidence of insurability
• Coverage is portable – provided gap coverage
  o Flexible spending accounts
    ▪ Your 2008 election will automatically carry forward to your 2009 election
    ▪ Money that you do not use you will lose. The dollars not used will go back to the university and they will use it to offset the costs of providing benefits.
  o Will preparation-legal services (ARAG)
    ▪ Provided as a free service to employees with life insurance through ISU – wills and living documents
    ▪ Need to register and fill out information online. Will need group policy number N1460.
    ▪ It will ask you questions and based on your answers will create a document for you.
    ▪ Very basic documents
    ▪ Print document off – need to sign in front of witnesses (need 3 witnesses). Do not need it notarized in Iowa. Powers of Attorney documents do need to be notarized.
  o Long term care insurance
    ▪ Provided by John Hancock
    ▪ Can enroll anytime
  o Retirement
    ▪ IRS salary deferral limits to a 403(b) retirement plan increase in 2009
      ▪ $16,500 for elective deferrals (was $15,500)
      ▪ $22,000 deferral limit if you are age 50 or older (was $20,500)
      ▪ New Roth option to ISU 403(b) retirement plan – allows after-tax contributions to a supplemental retirement account.
      ▪ Encourage to attend Roth session and use TIAA CREF planning session. Office open in Somerset – have fully staffed office and have added counselors.

Approval of October Minutes: Lynnette Hauser moved to accept the minutes. Seconded by Lesley Hawkins. All in Favor. None opposed.

University committee, council, board reports:
• Benefits Committee: Sally Evans
  o Last meeting was cancelled. The next meeting will be in December.
• Childcare Committee: Chris Patton
  o Met on October 28th
  o Elected new officers:
    ▪ Chair: Chris Patton
    ▪ Secretary: Keri Guy
  o Julie Graden will be writing a proposal for additional diaper changing tables.
  o Decided to discontinue the annual fundraiser “Fowl Play”. Participation and giving had been declining.
  o Committee members will be thinking of new ideas to replace Fowl Play that will coincide with “Month of the Young Child” in April.
  o Next meeting is Dec. 2nd.
• Committee on Disabilities: Lesley Hawkins
  o Met on Nov 5th.
  o Discussed strategies, issues and who they could partner with this year.
The list of issues will be sent to all committee members who will decide the top three to focus on first.

Next meeting will be Dec. 3.

**Committee on Women:** Deb Larkin
- Meet with Provost Hoffman a couple of weeks ago. Discussed tenured positions for women and the progress being made.

**Keep Iowa State Beautiful:** Deb Larkin
- A lot of garbage bags were handed out at the last football game.
- Discussed the “Adopt a Campus Program” where staff adopts a certain area on campus.

**RISCAC:** Lynnette Hauser, Barb Kalsem, Sally Evans
- Next meeting is scheduled for Dec. 3 but no one has heard if they are still planning on meeting.

**Traffic Appeals Board:** Barb Kalsem
- There won’t be a meeting until after Thanksgiving. Barb will be having surgery and will miss the next one.

**Transportation Advisory Council:** Ralph Oliver (not present)
- No report

**Work/Life Advisory Committee:** Sherri Paul
- Met on Nov. 14.
- Working on development of their website to provide additional resources and information. This could include information for a working mom, care for elders, etc.
- Had a presentation that had a lot of compiled data from surveys from the last couple of years.
- Have a bookmark with the website on it. Also have a brochure that includes the strategic plan information.

**P&S Council:** Jason Follett
- Met on Nov 6th.
- Introduced two motions: Summary Dismissal Policy and Performance Management Policy.
- We are in the midst of recruiting the next President Elect and will vote in January.

**Provost’s Office:** Brenda Behling
- President Geoffroy will send out a message on the outlook for next year regarding our budget and the general economy. Will be looking at what the legislature does, AFSCME contract this year, farm economy, etc.
- Working on the new strategic plan – the President wants to take a broad global approach and look at the challenges. What will we look like in 2050 and what will the world look like?
- The search for the Vice President for Research and Economic Development had three candidates on campus and they hope to make an announcement soon.
- The College of Design, Engineering (mid spring semester) and Human Sciences are all or will be conducting dean searches. Everyone is invited to participate in the forums.
- Regent Award for Staff Excellence is due in February.
- Currently working on the Employment Background check. All new hires will be checked. P&S supported the policy. The Faculty Senate suggested a couple of changes. Information from background checks will be available only to Human Resources and University Counsel. The departments would not receive the background check report.
- Performance Management Policy is in the review stage.
• **Human Resources** – Melissa Pecharsky (not present)
  o No report.

**Unfinished Business:**

**New Business:**

- Ideas for speakers for future meetings:
  o Ann Doty – retirement (January or February)

**Announcements:**

**Meeting adjourned:** Barb Kalsem moved to adjourn. Seconded by Lesley Hawkins. Adjourned at 2:25 p.m.

**Next Meeting** – Tuesday, Dec 16h, 1:10 p.m., 3150 Beardshear