

## FACULTY/STAFF WELFARE COMMITTEE

Meeting Minutes  
October 7, 2009

### I. Call to Order:

The regular meeting of the Faculty/Staff Welfare Committee was called to order at 3:03 p.m. on October 7, 2009 in the Guillot University Center, Room 206 by Kari-Kay Harp.

### II. Members Present:

Present members were: Kari-Kay Harp, Nick Mauriello, Janice Myhan, Mike Thompson, Rick Lester, Jami Schepman, Richard Statom, and Catherine White. Members not in attendance were: Birdie Bailey, Glenda Richey, David Shields, Steve Smith, and Julie Yates.

### III. Welcome and Introductions

All committee members stated their name and department that they work for on campus.

### IV. Approval of Agenda

The agenda was unanimously approved as distributed.

### V. Review of Committee Charge

All members of the committee reviewed the committee charge as printed in the agenda.

### VI. New Business

- a. Election of the Vice-Chair – the committee asked for recommendations for a Vice-Chair. Nick Mauriello stated that he would be glad to serve as Vice-Chair for the committee. All present members voted and elected Nick Mauriello as Vice-Chair.
- b. Approval of 2009-2010 Meeting Dates – The meeting dates were approved as stated in the agenda.

### VII. Old Business

- a. Hepatitis B Vaccines – Mike Thompson updated us on the progress of this action. The policy regarding vaccines, which was already in place, is being investigated by the Safety & Emergency Preparedness Committee. Once a decision has been made by this committee, their recommendations will be brought back to the Faculty/Staff Welfare Committee.
- b. Flexible Insurance Spending Plan – Catherine White explained to the committee for new members' benefit what Flexible Insurance Spending Plans entail. Dr. John Thornell, Vice President of Academic Affairs and Provost, will be invited to the November meeting to discuss his experiences with Flexible Spending Accounts. Mr. Mike Hunter, President of the Hunter Benefits Group, will also attend the November meeting to explain different proposals for Flexible Spending Plans that he has gotten for UNA.

- c. Donated Leave Bank – A handout of the proposed Donated Leave Bank Policy was given to committee members. Catherine White explained what the Donated Leave Bank is and why we would like to create the policy. The policy will be emailed to all committee members and discussed at the next meeting.
- d. Student Recreation Center Proposal for Reduced Fees – A memo from Staff Senate was handed out to all members. During this time, the committee was confused as to what our place should be in approving policies sent to our committee. A discussion of the committee charge then ensued. This proposal will be discussed at the November meeting after a decision regarding the committee charge has been made.

#### **VIII. Review of Committee Annual Report**

A copy of the 2008/2009 Annual Report was distributed to members for viewing.

#### **IX. Information Items/Updates**

- a. Faculty Handbook Updates (4.3.3, 4.3.4, 4.13.1) – A question was posed to the Faculty/Staff Welfare Committee asking if these updates were ever approved and sent to the appropriate committee. In checking with past committee members, it looks as though these updates were sent to FSW two years ago and were never acted upon. Kari-Kay will do some checking into this situation to see what our next step should be.
- b. Shared Governance Chairs Meeting – This meeting is set for October 22, 2009 at 7:00 a.m. Kari-Kay Harp and Nick Mauriello will attend this meeting and bring information back to the committee in November.
- c. Discussion of Committee Disbandment – Kari-Kay brought this item to the table. She shared that being involved in both the Staff Senate and the Faculty/Staff Welfare Committee has shown her that these committees seem to do a lot of research on the same topics. Richard Statom stated that the disbandment of a committee would not be an appropriate measure to take at this time. Dr. Statom explained that Shared Governance was created during a different administration and removing committees during one administration would not help those under future administrations. Ms. Harp agreed and a discussion regarding the committee charge was brought up again. The FSW committee will discuss the committee charge at the next meeting and the item regarding committee disbandment was tabled.

#### **X. Adjournment**

Meeting was adjourned at 3:55 p.m. The next general meeting will be at 3:00 p.m. on November 12, 2009 in the Guillot University Center, Room 206.

Minutes submitted by: Kari-Kay Harp, Chair