Monthly Planning and Information Meeting
Minutes
November 18, 2008
11:00 am

Executive Members Present: Douglas Garrett, Lisa Leishman, Betsy Newman, Michelle Bogdan, Marv Bennett, Taya Flores, Paige Geslin, Joe Vande Mewe, Matt Lovell, Stephanie Pettingill

Executive Members Excused: Richard Jewkes, Shannon Johnson, Marian Olson

1. **Minutes:** Approved minutes for October.
2. **General Business: Doug**
   a. **Dr. Ronda Callister –** presented a **proposal** to revise current HR policy regarding sick leave and short-term disability for faculty. Currently, the faculty is rarely able to use this benefit due to the structure of their course load. This makes it extremely difficult to take time off for the birth or adoption of a child. **Caregiving with Modified Duties (CGMD)** would allow tenure and non-tenured track faculty to perform selected job responsibilities but be relieved from teaching for one semester with a reduction in salary. Dr. Callister presented a comparison of this proposal to other institutions current policies. This proposal could be included in recruitment packets for faculty as well as a retention tool. The committee inquired about non-tenured track or other essential personnel who instruct, male faculty vs. female faculty. Dr. Callister proposed that this policy would not be widely utilized but necessary to retain faculty. The committee's suggestions and concerns will be put forth to HR. **(The caregiver proposal is attached to the minutes).**
   b. **UHESA Meeting –** Doug, Lisa and Karen attending the November UHESA meeting at Weber State University. This provided all state members to share knowledge regarding current and upcoming policies and their impact on their individual institutions. The guest speaker at this particular meeting was legislator, Brad Mortensen. All institutions have received a 4% budget cut with future budget cuts to be expected between 5% and 10%. The institutions have been given the authority to implement these budget cuts on their individual campuses. Brad encouraged members to contact their representatives for higher education to express concerns.

3. **Budget and Finance: Richard – no updates**
4. **Scholarship/Endowment: Shannon - no updates**
5. **Legislative Committee: Marian – no updates**
6. **Professional Development: Taya – no updates**
7. **Employee Health Benefits Committee: Marv** – the supplemental insurance packet remains under review. According to Marla Boyer, five vendors submitted bids. In the January EBAB meeting, the finalists will be presenting their plans. The committee will then make a determination of what product will be made available to USU employees.

Marla also updated the committee on the Retiree Health-Medicare Advantage Plan. HR assessed the cost effectiveness of the current plan and determined that retirees who lived in different parts of the country paid varying rates. This plan will replace the Medicare Supplemental Plan, Part B and the rates will remain the same regardless of geographical location. Open enrollment begins December 31st . The committee expressed concern that this was not shared with EBAB and determined by the upper administration only.

8. **University Relations**: **Joe and Matt – no updates**
9. **Professional Relations: Paige – no updates**
10. **Calendaring: Matt – no updates**
11. **Parking: Stephanie – no updates**

Meeting adjourned at 12:10 pm