

STAFF SENATE Minutes
1100 Torgersen Hall
Thursday, April 23, 2009
12:00 noon – 1:00 p.m.

Attending: Bonnie Alberts, Susan Archer, Jim Baker, Jean Brickey, Shelby Cole, Lisa Cotting, Carlyne Dudding, Carolyn Furrow, Laurie Good, Karen Hall, Jennifer Hundley, Travis Hundley, Delbert Jones, Cindy Koziol, Lori Lee, Robin McMall-Miller, Wyatt Sasser, Becky Saylor, Bradley Scott, Louellen Sharp, Sue Teel, Tom Tucker, Hubert Walker, Ken Wieringo,

Excused: Judy Alford, Catherine Caldwell, Jessie Eaves, Lori Greiner, Lori Anne Kirk, Maxine Lyons, Dennie Munson, Vicki Scarrat, Jon Wooge

The meeting was called to order, agenda approved, and minutes accepted.

Announcements:

Elections – Tom Tucker reported that elections are complete. One position remains vacant, the Commission on Administrative and Professional Faculty Affairs, and a volunteer is being sought to fill the seat.

VT Engage – Tom Tucker reported that jelly was collected for the food pantry.

Wellness Task Force – Tom Tucker reported that the wellness task force has completed its task and a budget was developed and applied to the proposed wellness programs. The proposal is being forwarded to Dr. Steger, Dr. McNamee, and Mr. Wilson for discussion.

Staff Appreciation Day – Tom Tucker reported that Staff Appreciation Day will be held May 20th and a Hokie Idle competition will be held this year.

McComas Staff Leadership Seminar – Jean Brickey reported that the McComas Staff Leadership Seminar will be held May 7th and all speakers have been lined up for the event. Staff representatives from George Mason, Virginia Commonwealth University, and the University of Virginia at Wise will be attending. The seminar will include 100 VT staff and the deadline for registration is April 30th.

Winter Closing – Wyatt Sasser passed out the most recent version of the proposed winter closing resolution for review prior to discussion at the May meeting. The University Libraries and Human Resources will be closing for winter break this year. The latest version of the proposal keeps the current holiday schedule in place. Staff would be responsible for ensuring they have enough leave available to take the winter break days off, if their office decides to close. New staff starting in July or the following months would receive 32 hours of personal leave to ensure they would not be placed in a leave without pay situation. The current proposal would essentially change the current policy's wording from offices have the right to close; to offices have the right to remain open during that time. Staff would change from asking their supervisors to take that time off, to asking to work during that time.

Program:

Susan Compton, Benefits Assistant with Human Resources, gave a very informative presentation on the open enrollment for health insurance and flexible reimbursement accounts. The open enrollment time frame is April 15th to May 15th and any changes made become effective July 1, 2009. If no changes are made, than no changes will occur except for employees in the Hampton Road area. Those employees are being entered into a pilot study through OptimaHealth.

Flexible reimbursement plans do not roll forward each year. Therefore, if you want to continue your flexible reimbursement account, you must take action during open enrollment. There will be a \$3.67 per month fee to participate in the flexible reimbursement account starting July 1, 2009. The fee is taken out every other pay period and is occurring because the State pool that was previously paying the fee has run out of funds. Specialty co-pays are increasing from \$35 to \$40. All employees will receive new health insurance cards in their home mailing address and they should arrive by mid-June. Additional information can be found at <http://www.hr.vt.edu/announcements/index15.html> and <http://www.hr.vt.edu/benefits/index.html>.

The Next meeting will be **May 21, 2009**. The speaker and location have not been determined but will be announced as soon as possible.

With no more discussion the meeting was adjourned.

Respectfully Submitted,
Jennifer Hundley
Senate Secretary