

Bellarmino University
Staff Council Meeting Minutes
January 10, 2018

Ms. Melanie Brunson began the meeting with introductions. After everyone on the Council introduced themselves, Ms. Lynn Bynum spoke about Human Resources' process for reviewing Bellarmine's health benefits.

Ms. Bynum shared that benefits always go into effect on June 1 of every year, and that open enrollment is typically sometime in April. HR is not yet sure how Bellarmine's health benefits will look for the upcoming year. This past November, HR met with Bellarmine's broker, BB&T, who said that Bellarmine's claims experience through September 2017 looked better than it had at that same time in 2016, which is great news for Bellarmine. Because Humana's claims reports are not always simultaneous, BB&T looked at Bellarmine's claims experience again in December and then it goes out to bid. This means that HR will have a better idea on how Bellarmine looks towards the end of January.

Every year Bellarmine puts proposals out for bid. Last year, Bellarmine was fortunate that there was a 0% increase for employees. Ms. Bynum shared that the current challenge is that Bellarmine is Humana's only business who offers a few specific deductible plans that most likely will not be continued. Bellarmine will collect proposals in late February to early March, and once these have been collected, Bellarmine will invite committee members from the staff and faculty councils to attend a meeting where decisions will be made as to which company Bellarmine uses. Ms. Bynum expects this year's open enrollment to be around the second week of April. She reminded the Council that this is a tight budget year for Bellarmine, but that Bellarmine will do all it can to keep any possible increases to a minimum.

Ms. Bridget Babcock moved to approve the minutes from the previous Staff Council meeting, Ms. Lynn Bynum seconded the motion, and then the minutes were approved.

Ms. Melanie Brunson then reviewed the amendments to the Bylaws. Mr. Bryan Hamann moved to approve the amendments, Ms. Emily Werner seconded the motion, and all voted yes to approve the Bylaw amendments. Ms. Brunson stated that the final version of the Bylaws will be sent to Dr. Donovan for her approval.

Due to Ms. Brunson stepping into the vacant Chair position, the Vice-Chair position is now vacant and needs to be filled. Ms. Kim Connell nominated Mr. Brian Atkinson for the position. Ms. Brunson will email the Council a ballot with Mr. Atkinson and an option for write-ins for all Council members to vote.

Due to Ms. Calene Baldwin's upcoming family leave, Ms. Brunson requested a volunteer to step into the Secretary/Treasurer position temporarily. Mr. Bryan Hamann volunteered to do so.

Regarding the Council's Spring 2018 goals, Ms. Brunson will work with Ms. Bynum to send the final Bylaws to Dr. Donovan for her approval. The previously formed Employee Benefits Sub-Committee, whose members include Ms. Kate Brabandt, Ms. Kim Connell, Ms. Sarah

Davis, and Mr. Jeremy Doyle, has been asked to decide on a Chair to lead the committee, begin researching family leave policies from benchmark institutions with a goal of information being compiled in February and completed in March, and then meeting with Ms. Lynn Bynum and Ms. Dana Hummel from Human Resources. Ms. Brunson plans to formulate a short survey to identify areas to address in 2018 and to send the survey out to staff members in March. Ms. Brunson then reminded the Council that the planning for the Staff Picnic will get underway mid-semester, and that the election for the 2018-19 Staff Council officers will take place in May. Ms. Emily Werner asked about the Council's standing committees, and Ms. Brunson replied that establishing these committees could be a goal for the Council moving forward.

Ms. Brunson updated the Council on the Strategic Planning Steering Committee's first meeting that was held on January 8. Dr. Donovan addressed the Committee and asked that they ensure that any plan presented to her and the Board of Trustees is sustainable, inclusive, and equitable. Ms. Brunson shared that data will be collected during the spring semester so that themes can be identified, and then during the summer and fall, working groups will be formed for each theme. Once the themes have been narrowed down to a few that will be addressed to the Board of Trustees in November, the Board will be asked for their support with resources. An email should be going out to the campus community within a week requesting ideas, and there will also be a OneBellarmine website where the campus community can share their ideas. Ms. Brunson also shared that there is a consultant contracted through the spring to assist the Committee.

Ms. Brunson ended the meeting by once again thanking the members for serving on the Council.

In attendance:

Brian Atkinson
Bridget Babcock
Calene Baldwin
Kate Brabandt
Melanie Brunson
Lynn Bynum
Sean Campbell
Kim Connell
Sarah Davis
Jeremy Doyle
Bryan Hamann
Walter Parker
Pam Stackhouse
Tammy Uchida
Emily Werner