

MU Staff Advisory Council Minutes

Date: 9/27/07

S206 Memorial Union

1:15 pm

Attendance Record:		
Angel Anderson -x	Rebecca Bergfield, Chair -x	Dianne Delbert - x
Chris Delbert - x	Marijo Dixon, Recorder-x	Marianne Friedman -x
Chad Heckman - x	Bill McIntosh -x	Alan Marshall, Vice Chair -o
Stanley Hughes -x	Amy Lana -x	Lawanda Rogers, -o
Gina Scavone -x	Stephanie Sinn -x	Linda Turner -x
Rusty Westfall -x	Suzanne Lippard -x	
Loretta Ross, MURA - o	Suzanne Hart, Manager	
Marlene Duffield, MURA - x	MU Benefits.	

1. **Call to Order:** Chair Bergfield called the meeting to order noting there was a quorum of members present.

Next, she introduced Suzanne Hart, Manager of MU's Benefits Office.

The first question the Council had for Suzanne was why MU had been considering another health insurance carrier, how long they had been considering it and why they didn't give MU staff more notification of the upcoming change.

Ms. Hart replied that for the past two years, there have been increasing problems with United Health Care regarding the way in which United loaded medical claims and inconsistent information being given to United Health Care members.

She stated that typically, institutions don't notify their staff of a change in medical insurance carriers until the annual enrollment period which is November for MU. For this reason, she feels that staff were notified much in advance of what is customary.

The next question the Council had was how the switch to Coventry Health will affect benefits. Ms. Hart replied that virtually all providers will accept Coventry, in fact, there will be additional providers. She encouraged staff to contact the Benefits office if they become aware of a provider who isn't currently a network provider for Coventry but would like to be. There are forms available in the Benefits office and online.

Behavioral health, pharmacy, and physical therapy benefits will remain the same.

Ms. Hart next explained that several large insurance companies were considered, including Aetna, Blue Cross/Blue Shield, St. Mary's, Coventry and United Health Care. She wants to remind staff that UM is self-insured, meaning they create their own medical insurance plan which they present to carriers to consider and bid on if they wish.

Coventry was selected during the bidding process. It has excellent customer service, with phone assistance available 24/7. The State of Missouri switched to Coventry last year. Actually, the University of Missouri system will save money for the costs required to administer Coventry as compared with United Health.

The next question the Council had for Ms. Hart was about insurance premiums. She reported that rates may not end up increasing next year.

Ms. Hart said that MU Faculty and Staff are not required to switch to Coventry, which replaces United Health's POS plan. She said that there is the option of only carrying the catastrophic health plan, or the University's Choice plan or having no plan.

This year, during the enrollment period, staff with computer access will be mailed CD's with the enrollment, insurance and provider information. This is going to save nearly 90% of the costs associated with mailing out the hard copy packets in the past. Next year, the goal is for the enrollment process to be handled mostly online. Hard copies will still be mailed to MU Retirees and to staff who don't have regular computer/email access.

Representatives from Coventry Health will be on campus during the open forum/q & a sessions held during the enrollment period. Also, HR will have assistance available at the MU Benefits Office and at University Hospital for their faculty and staff.

Finally, the Council asked Ms. Hart about the relocation to the Woodrail Center. The concern expressed by some MU staff is that in the past, they have been able to walk to the Benefits office over lunch hour, for example, and now, they may not have the time to go to the new location during their break or lunch hour.

She reminded staff that all State of Missouri employees have to deal with their Benefits Office being located in Jefferson City which may be a considerable distance for some. She encouraged more phone and fax correspondence whenever possible. There is also campus mail. One Council member suggested extending the Benefits Office hours until 5:30 pm to allow for staff who want to stop by after work. Suzanne will carry this suggestion forward.

As far as the relocation, she replied that her office sought space on campus for over two years because they had outgrown the space at the Heinkel Building, but nothing was offered. This was in part because the Benefits office is a system-wide office.

Minutes Approval –

- 1) 8/23 minutes: Suzanne motioned to approve; Amy seconded. Motion carried.
- 2) 9/13 minutes: Dianne requested the logo be changed to the new one at the top of the minutes. Rebecca asked under other business, "to serve on a panel to discuss emergency notification" be changed to "to

discuss emergency notification”. Dianne motioned to approve with changes; Marijo seconded. Motion carried.

2. New Business/Announcements:

Upcoming speakers:

Mike Paden on 10/25

Gina will schedule the following:

Jim Joy, MU Parking & Transportation

Amy McKenzie, Mgr., MU Payroll

Chancellor Brady Deaton

Jackie Jones and Tim Rooney (Spring 08, MU Budget)

Upcoming group photo on 10/11 or 10/25 at Mizzou Arena. Gina will email details.

Annual BBQ – to be held in spring 08 to allow more time for planning.

Happy Hour at the Heidelberg – 11/8 meeting to be held there at 3:15 pm. Gina will invite former Council members.

Rebecca gave an update on the campus emergency notification system. Currently, only MU students can sign up for the 3-N Instacon emergency notification system (which Virginia Tech recently began using). In the future, faculty and staff can sign up for this. There will be a choice in receiving notifications via email, cell phones, and other electronic devices.

4. Recorder's Report –The next Executive Committee Meeting with the Chancellor will be Tuesday, October 2.

Agenda items for this meeting will include:

Compete Mizzou

UM Presidential Search

Follow up on agenda items from the last meeting

Rebecca asked for additional agenda items to be forwarded to her.

5. Committee Reports

SAC Committees

Service Champions/Staff Benefits Committee – Marijo reported that the September Service Champion will be announced at the 10/11 meeting. She researched the cost for the ARC to prepare a benefits survey for the Council. The costs will be around \$5,300. The Council felt this was too much.

Survey Monkey was used for the last survey two years ago. MU's purchasing department now prohibits new contracts with Survey Monkey, but new surveys can be created on existing accounts. Suzanne and Amy will check with co-workers who have a Survey Monkey account about using their account to create the benefits

survey. If not, Marijo will inquire with the Alumni Association (David Roloff) about using their account.

Other suggestions were to hire an IT staff to create the survey and to check with ET@MO about creating a survey.

Education Award/Annual Fundraiser Committee – No news to discuss.

Elections Committee – No news to report.

Publicity – Dianne reported the pins will be in within two weeks and the magnets within 1 week. She circulated ad designs for Homecoming and Veteran's Day. She also circulated a draft of the fall newsletter. Please forward items for the newsletter to her ASAP.

Staff Interest Committee - No news to report.

Staff Development Awards – Several new members have been recommended for this committee.

Mary Frances Hodson, A/P category

Dottie Heibel, S/C category

Patrice Koehner, A/P category

Anita Ayers, S/C category

Sue Barnes, S/C category

Donna Stearns, A/P category – reappointment

Alan Jones, T/P category – reappointment

Marijo motioned to approve these members; Marianne seconded.

Motion carried.

SRW Committees

Awards Committee – Suzanne reported the readings dates will be February 6 and 7, 2008 and the interviews will be February 26 and 27, 2008.

A motion was made to send out the nominations announcement the 1st week of December with the deadline being January 15, 2008. Marijo motioned and Bill seconded. Motion carried.

Ceremony Committee – No news to report.

Program/Door Prizes Committee – No news to report.

Chancellor's Committees

Intercampus Staff Council – Rebecca reported that at the most recent meeting, the MU name change was discussed. There are mixed feelings about this, with UMSL being against the name change. The switch to Coventry Health was also discussed.

Capital Review Committee – Angel reported that two items were discussed: 1) new signage on campus at a cost of \$8,600 and 2) a new lab in the Alton Building.

Space Planning Committee – September 17 meeting was cancelled.

SPRAC – Suzanne and Marijo reported several things were discussed at the recent SPRAC meeting. Among them, Compete Mizzou and the 09 budget forecast. Members were shown how the budget changes based on projected income from the state. In the past, the decrease in state funding

was made up by reductions in faculty raises, building maintenance and increased tuition. Tuition increases are no longer an option and building maintenance cannot continue to be slighted. On top of that, MU is trying to find the funds to attract and keep quality faculty (Compete Mizzou). One way to make up potential budget shortages is by reviewing Centers and determining if any of them are no longer viable. A list of Centers was distributed to the committee.

6. Other Business:

Rebecca reported on new background check procedures for new hires and for staff changing departments. These will become mandatory. Also, Faculty were not subject to these in the past, but presently are. No new or transfer job can begin until the background check is completed.

7. Adjournment

Marijo motioned and Stephanie seconded to adjourn the meeting at 3:10 pm. Motion carried.