Benefits Advisory Committee 9 Dec 2008
Present: Porter, Miller, Oglesby, Richmond, Callen, Petrich, Fridge, Hungerford, Siebert, Kirtlink.

1. MSC to approve minutes from 11 Nov.
2. Charge of Committee
   a. Revision
      The draft of the Committee charge was approved by vote through e-mail following our last meeting. However, two issues have arisen since that time.
      Representation of Management Team members: our recommendations eventually go to that group, so it may not be wise to have that group as voting members. Their input is valuable, so a revision was suggested that they would remain on the committee, but not have voting rights.
      In addition, management team members would have the option of not attending unless we feel strongly that they need be here. The language about requiring attendance should be modified to reflect this, by inserting ‘voting’ in front of the ‘member’.
   b. Management team replacement and new member
      Gale has recently been added to the management team, and is nominated to take the place of Charles Taylor as a management team representative. Darla Harmon will be asked to take Gale’s current position as staff representative.
3. Tuition Remission
   a. Handbook revisions
      Our recommendations have been forwarded to the management team, who is still working through that process.
   b. Graduated tuition remission response
      Jennifer shared a draft of a response to Robin Miller’s letter of 8 May about the September 2006 change in the graduated tuition remission policy.
4. Employee Benefits Survey
   Jennifer provided an update on what was received: 46% of employees responded (40% faculty, 51% staff). 66% indicated that they were satisfied or very satisfied with Drury’s benefits (50% faculty; 73% staff); 15% indicated they were dissatisfied or very dissatisfied (29% faculty, 10% staff). 83% reported a good understanding of their benefits package, 87% said they had easy access to sufficient information, and 75% preferred to receive benefit information by e-mail (there were no significant differences between faculty and staff on these last three items).
5. **Staff Sick Leave Pool Policy**
   Scotti reported on information gathered about policies at other institutions, and presented a first draft of a proposed policy. The Staff Advisory Council will also be asked for feedback before the proposal is finalized. Eventually, a recommendation will be made by both groups and forwarded to the management team.

6. **MCM status report**
   The fourth in a series of letters regarding medical costs management and health condition coaching and support were sent to around 173 plan participants who were identified as candidates for this coaching. This letter included the Drury logo and Jennifer's name. Once the letters were sent, she did receive calls from a number of employees who weren't sure what they needed to do. After the first three letters, only 2.3% of those contacted agreed to participate. After the fourth letter, initial feedback indicates the participation percentage has increased to 13%. Jennifer will be working with MCM to determine what if any revisions can be made to the letters or to the process to ensure that participation continues to increase.

7. **Other business**