

Employee Benefits Committee

Minutes of November 5, 2014

Meeting called to order at 4:00 p.m. by Ex Officio, Carol Barnhill and Lori Winn, Director of Human Resources.

In attendance were Judith Pfriemer, Carol Barnhill, Donna McMillin, Sam Pae, Janet Moore, Loretta Fulton, Carol Byrd, Robert Robinette as a proxy for Laura Downing, and Rosemary Freer. A quorum was present.

Lori Winn reviewed the basic Catastrophic Leave policy for new members. The committee reviewed a Catastrophic Leave request. Employee had surgery and is recovering. Employee's doctor reported that recovery would take until at least December 12. Due to payroll deadlines and winter break, Loretta Fulton moved to approve Catastrophic Leave for the employee from September 17, 2014 (retroactive) until December 31, 2014, if that much leave time is needed for full recovery. Janet Moore seconded. All approved.

Lori encouraged committee members to attend the recently scheduled Pharmacy Changes and Educational Programs scheduled, as follows:

DATE	TIME	LOCATION
Thursday, November 6, 2014	10:00am – 11:30am	Student Union Auditorium
Tuesday, November 11, 2014	2:00pm – 3:30pm	Student Union Auditorium
Wednesday, November 12, 2014	1:00 – 2:30pm	Delta Center, Room 201

We should also encourage other employees to attend.

An announcement was made that the Governor has proclaimed that State Offices will be closed on Friday, December 26, 2014 to allow families to spend time with loved ones. The ASU Holiday Calendar will be adjusted to reflect this closure, therefore reducing the number of hours assessed for 2014. Rather than assessing employees 16 hours of annual leave for 2014 and 8 hours for 2015, employees will be assessed 8 hours of annual leave for 2014 and 8 hours for 2015. Employees should review leave balances and plan accordingly.

The committee reviewed the lifetime 80 hour cap on donations to the Catastrophic Leave Policy. Loretta Fulton moved that the 80 lifetime cap be removed and that employees be able to donate as many hours as they choose to the Catastrophic Leave bank. Janet Moore seconded. All approved

Judith Pfriemer distributed minutes of the October 22, 2014 Benefits Committee meeting. It was noted that the start time for future meetings was incorrect. The minutes were approved with correction.

Meeting adjourned at 4:37 p.m.

Rosemary Freer, 2014/2015 Committee Secretary