**Salary and Benefits Sub-Committee Meeting Minutes**

**September 21, 2023, 11:00 a.m.**

Present:Chelsea Ridge (Chair, 2024), Libby Jawish (co-Vice Chair, 2025), Joel VanRavensway (co-Vice Chair, 2024), Jaime Guzior (Secretary, 2026), Meagan Treadway (2026), Rachel Charno (2024), Joy Gianakura (2026), HR Liaison: Tammi King

Absent: Jeff Trytko (resigning Secretary, 2025), Travis Polash (2025)

**Agenda**

**Introduction**

* Welcome / Introductions

**Updates**

* Teams team created – if you didn’t receive the invite, let Jaime know
* AP Executive Committee Meeting
* Looks like we will be doing our memo before the executive committee.
* HR having several meetings to discuss OE changes with committees/areas/newsletters
* Each group/area is responsible for sharing this information with their areas
* Tammi will get us information to add to AP committee newsletter and will send out mass email to all employees
* Provost Conversation
* Each Dean/AO meets with their supervisors and ensures allocation is equitable. Looking forward to being involved in this moving forward.
* Conversation with FSBC Chair Bob Hollister

**New Business**

* HR Update from Tammi
* Open Enrollment – Oct 24th at 8am, Closes Nov 8th at 5pm
* \*\*Since we are moving to workday, every employee needs to complete and confirm elections (or it will make them manually input into workday).
* HDP – No plan/premium changes for 2024. 2025 deductible will increase by $250 for single & $500 for Dual/Family.
* Still very competitive with what other Universities offer
* Dental – no impact to employee. HR has heard it is hard to find DD Dentists, they researched and feel DD is still best option for GV at this time.
* 2024 HSA Contribution did increase
* Wellness program – 543 participants (82% completed wellness coaching)
* Includes wellbeats, mystrength app, wellness coaching, EAP with Encompass, my life expert app
* Walktober Oct 2nd-Nov 1st
* Flu Shot Clinics Sept 25th – Oct 26th for employees and retirees
* \*\*Mixed feelings on Thrive Coaching
* Thrive is new and participation has been high; all incentives are included in the budget for that program. 2024 will not be able to look at other coaching programs providing the incentive, but Tammi will look into it.
* \*\*Concerns regarding FAC/STAFF fitness classes are no longer available
* HR is looking to hire a wellness coordinator in 2024 and will plan to work with the community to offer these types of programs.

**Ongoing Business**

* Compensation Memo
* Chelsea sending Tammi questions regarding what other universities do for SIP; she will see what she can gather.
* All AP job descriptions will be updated between 2023-2024. Will allow for more accurate market data matches.
* AP committee questioning validity of market matches (wants CUPA data)
* Faculty said they all got market adjustment and merit increase.
* Need to define jargon so people understand
* Chelsea and Rachel will partner on next steps for the comp memo
* Communication Clarity
* Information is hard to understand – see what we can do to help in this clarity
* Executive Committee Conversation
* Charge memo in teams: 1) Communication regarding SIP and 2) explore annual salary adjustment request
* Email Chelsea any EC topics you have

**Upcoming Dates**

Next Meeting October 18 @ 10am in person (Zoom available)