

**Faculty Salary and Benefits Committee**  
**Minutes of January 21, 2005**

**PRESENT:** Majd Al-Mallah, Larry Burns, Maria Cimitile (Chair), Lee Copenhaver, Gregg Dimkoff, Scott Grissom, Kathy Gulembo(ex officio), Sally Hipp, Rita Kohrman, Donijo Robbins, Nancy Shontz, Joel Stillerman, Neil McDonald (for Patrick Thorpe), Don Williams

1. Call to order

The meeting was called to order at 12:03pm

2. Approval of Minutes

The minutes of 12/03/04 were approved as submitted.

3. Announcements

- a. The Chair reported that she attended two meetings of the Executive Committee of the Senate and one of the University Academic Senate. An overview was provided of the report Provost Davis gave at her address of December 10, 2004.
- b. The Chair will check with the Provost's Office if a timeline has been established for addressing workload equity.
- c. The Chair outlined what type of items and data requests should be added to the master calendar. Topics include:
  - i. Budget review & recommendations in Fall
  - ii. Presentation / instruction on the budget by FSA
  - iii. Presentation in Fall re: human resources
  - iv. Report of FSBC work provided each semester
  - v. Salary letter
  - vi. Calendar that corresponds to programs – consistency for when programs are reviewed.
  - vii. 10 year review of data
- d. The Chair will contact Linda Yuhas in Human Resources to find out when a copy of the annual salary book will be available.
- e. The Chair reported that Mary Warner will be a guest at the 3/18/05 FSBC meeting to update the committee on the status of medical benefits. The ABG focus group results are pending. A question was raised as to what the benefits are for Health Saving Accounts (HSA) versus traditional health plans.
- f. The contract with Life Guidance Services has been dropped. A new program called Encompass is being implemented. Further information can be found on the web at [www.encompass.us.com](http://www.encompass.us.com)
- g. The Merrill Lynch retirement option through Human Resources has been dropped and two others added. Further information is available in the Human Resources Office. Gregg Dimkoff agreed to work with Human Resources and draft a letter to faculty/staff emphasizing the importance of funding their retirement program(s).
- h. Jim Bachmeier, Assistant Vice President for Business & Finance, will be a guest at the 2/11/05 FSBC meeting.

4. Prospectus and Final Plan Task Force

Don Williams volunteered to be the FSBC representative to the Prospectus and Final Plan Task Force. A data grid is being developed to help in the two-year and four-year budget review of new programs.

5. Budget Report (K. Gulembo)

Kathy Gulembo reported that a mid-year funding cut from the State of Michigan is not expected, but there is no information available regarding the budget for Academic Year 2005-06.

In response to a question on how monies are allocated, Ms. Gulembo reported that the dean of each college determines the allocation for their respective colleges.

6. Review of Prospectus – Masters of Education (Chemistry Concentration)

The prospectus for a Masters of Education (Chemistry Concentration) was reviewed. A motion was made to approve the prospectus and add a list of concerns that should be addressed in the Final Plan. Discussion.

The MOTION WAS APPROVED.

7. Review of Prospectus – Major in Chinese Studies

No Discussion

8. Adjournment

The meeting was adjourned at 1:30pm.

The next meeting is scheduled for Friday, 1/28/05 of 250 Kirkhof Center, cabins DEF.