AGENDA

April 9, 2014
11:30am – 1:00pm
DuPont Room, Mary Reed

Executive Committee
Stefanie Ungphakorn Cowan, President, stefanie.cowan@du.edu, x12507
Saskia Sawyer, Past President, Saskia.sawyer@du.edu, x12704
Kathy Aliaga, Treasurer, kaliaga@du.edu, x13284
Nichole Creger, Co-Secretary, Nichole.creger@du.edu, x16805
Erin Dietrich, Co-Secretary, Erin.Dietrich@du.edu, x13252
Monica Humble, Webmaster, Monica.Humble@du.edu, x14832

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>☑️ Aderhold, Jon</td>
<td>UTS</td>
<td>☑️ Humble, Monica</td>
<td>Daniels College</td>
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<tr>
<td>☑️ Aliaga, Kathy</td>
<td>Facilities Plan &amp; Mgmt</td>
<td>☑️ Jackson, Cheryl</td>
<td>OTL</td>
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<tr>
<td>☐ Bieging, Lindsey</td>
<td>Sturm College of Law</td>
<td>☑️ Karchere, Helena</td>
<td>Career Center (Undergrad.)</td>
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<td>☐ Bolyard, Wendy</td>
<td>Office of Grad Studies</td>
<td>☐ Malott, Randall</td>
<td>Campus Safety</td>
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<td>☑️ Brown, Mary Sue</td>
<td>UTS</td>
<td>☑️ Martin, Melissa</td>
<td>Korbel</td>
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<td>☑️ Buckley, Jon</td>
<td>Engineering &amp; CS</td>
<td>☑️ McLane, Abigail</td>
<td>Morgridge College</td>
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<td>☑️ Cowan, Stef</td>
<td>CMC</td>
<td>☐ Meyers, Will</td>
<td>Office of Research</td>
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<td>☑️ Creger, Nichole</td>
<td>CWC</td>
<td>☐ Michel, Richard</td>
<td>Events &amp; Special Prog.</td>
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<td>☑️ Crosby, Tinka</td>
<td>Registrar</td>
<td>☑️ Milnes Chester, Elise</td>
<td>Student Life</td>
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<td>☑️ Dietrich, Erin</td>
<td>AHSS/ Social Sciences</td>
<td>☐ Mischke, Erica</td>
<td>Student Life</td>
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<td>☐ Doughty, Candace</td>
<td>Library</td>
<td>☑️ Neu, Aimee</td>
<td>HR</td>
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<td>☐ Dunker, Katie</td>
<td>HR</td>
<td>☑️ Ota-Wang, Nick</td>
<td>Social Work</td>
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<td>☑️ Escobar, Karen</td>
<td>NSM</td>
<td>☑️ Raborn, Natalie</td>
<td>Newman Center</td>
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<td>☑️ Feldman, Amy</td>
<td>University College</td>
<td>☐ Sawyer, Saskia</td>
<td>Univ. Advancement</td>
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<td>☐ Field, Angel</td>
<td>Athletics</td>
<td>☐ Smith, Molly</td>
<td>University College</td>
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<td>☑️ Firebaugh, Kristy</td>
<td>AHSS</td>
<td>☐ Stephenson, Andrew</td>
<td>Risk Management</td>
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<td>☑️ Geist, Susan</td>
<td>Controller</td>
<td>☐ Tankersley, Rebecca</td>
<td>Fisher</td>
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<td>☑️ Gross, Anne</td>
<td>Admission</td>
<td>☑️ Watt, Katie</td>
<td>MarCom</td>
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<td>☑️ Howland, Andrea</td>
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Visitors in Attendance:

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Call Meeting to Order

1) Introduction of Council Members
2) Approval of March Meeting Minutes
3) Guest: Lynette Woodberry, HR
4) Total Rewards
   a) Tangible/direct
      i) Vacation, sick & holiday paid time off
      ii) Core benefits
          (a) Life and AD&D insurance
          (b) Short and long term disability
      iii) Tuition waiver
          (a) Never automatically granted
          (b) Must pass your 6 month anniversary
          (c) Must have applied prior to 100% deadline
          (d) Must apply for each course, every term
          (e) Access through myWeb via Student and Financial Aid
          (f) Students must be registered for a course before tuition waiver is available
          (g) Registration process is the same regardless of tuition waiver use
      iv) Retirement plan
      v) Base salary
   b) Intangible/indirect
      i) Values and promotes learning and education
      ii) Winter break- the last five days of the year off
      iii) Campus architecture
          (a) Historic buildings and landscaping/arboretum
          (b) Every type of tree native to Colorado on campus
      iv) Retirement plan currently at 86%
          (a) Women have increased participation by 3%
          (b) The Hispanic population has increased 5%
      v) Popular event venues
          (a) Evans Chapel
          (b) Harper Humanities Garden
          (c) KSHM Ballroom
vi) Specialized outreach and communication
   (a) Women to Women Workshops
   (b) Bilingual communication

c) Compensation strategies and programs
   i) Evaluation process over the next couple years
   ii) Salary surveys and market analysis
   iii) Job analysis, descriptions, and classification
   iv) Salary ranges and pay grades
   v) Merit pay system

d) Benefit Strategies and Programs
   i) Retirement
   ii) Insurance
      (a) Health, dental, vision, short term disability, long term disability, long term care, DU provided life and AD&D insurance, and employee purchase life and AD&D
      (b) FSA
      (c) Health savings account
      (d) Tuition waiver
      (e) Leave of absence

e) Open enrollment dates
   i) May 1st- Spanish Language Session on Kaiser and TIAA-CREF in Mary Reed
   ii) May 6th- Spanish Language Session on Kaiser and TIAA-CREF in Mary Reed
   iii) May 6th- Benefits Overview Session in Mary Reed
   iv) May 8th- Benefits Overview Session in Mary Reed
   v) May 12th- Q&A in Mary Reed

f) Renewing your health benefits
   i) May 1st-15th is open enrollment
   ii) Benefit fair May 7th 9am-3pm
   iii) FSA does not roll over, including dependent care
   iv) Re-enrollment process is all online via webCentral
   v) Ensure your beneficiaries are current and/or listed
   vi) Open enrollment elections effective July 1, 2014

g) Often overlooked benefits
   i) Colorado Ophthalmology Association- 25% off
   ii) HelloWallet
      (a) Online tool to help manage your day to day expenses, build your savings, and plan for the future
      (b) www.hellowallet.com/uofdenver
   iii) Discounts on various goods and services
(a) 15-18% off most major cell phone carriers
(b) 15% off at The Walking Company
(c) 10% off Liberty Mutual insurance
(d) Dell computers - discount exclusive to DU
(e) Sam’s Club and Costco - gift card with membership
(f) http://www.du.edu/humanresources/benefits/index/html

iv) Hartford supplemental offerings
   (a) Estate Guidance Will services - simple/legally binding will
   (b) Travel assistance/ID theft protection
   (c) Funeral Planning Services
   (d) Beneficiary Assist - help with the emotional/financial/legal aspects of dealing with a loss
   (e) Ability Assist - additional employee assistance program

v) DU Employee Assistance Program (EAP)
   (a) Assistance with everyday challenges of work and home
   (b) 6 free sessions per year (including one intake)

vi) DU Zone
   (a) Discounts on hotels, restaurants, shopping, services, transportation, etc.
      (i) 15% off Beau Jo’s Pizza
      (ii) Buy one entrée, 2nd one at ½ off - The Pioneer
      (iii) Special rates at local hotels- Doubletree, Embassy Suites, Courtyard Marriott, Holiday Inn, and others

h) Kaiser premiums - refer to chart for premium increase
i) Delta Dental Premiums – refer to chart for premium increase

j) Wellness incentive program
   (i) $275 for employee or employee + child
   (ii) $550 for employee/spouse or family
   (iii) There is no middle, you either receive 100% of the discount or 0%

k) Common leaves of absence
   (i) FMIA
   (ii) Parental leave
   (iii) Leave without pay - discretionary leave “doc pay”
   (iv) Military related leave
   (v) Bereavement leave
   (vi) Sick leave
   (vii) Vacation leave

l) TIAA-CREF
   (i) All online!
ii) Employees can make adjustments to their contributions online at [www.tiaa.cref.org](http://www.tiaa.cref.org)

iii) Can make changes as often as you like

iv) Pay attention to effective dates
   (a) Must fall before payroll deadlines to be effective for next paycheck

m) Who to contact
   i) Lynette Woodberry
   ii) Sarah Childs- leave of absence, retirees, benefits
   iii) Angela- IT/Analytics
   iv) Mandy Sigmund- Wellness, premium incentive program
   v) Kim Finley- PCR, job description, benefits
   vi) Shawnda Mormon
   vii) Molly Boland- benefits, tuition waiver
   viii) General email: totalrewards@du.edu

5) New Business
   a) Benefits Fair
      a) May 7th from 9am to 3pm
      b) We need volunteers, 2 people/table
      c) A doodle will be sent later this week for names

6) Old Business
   a) New VP-Wendy Bolyard
   b) Town hall
      a) Survey campus climate
      b) Dr. Frank Tuitt
      c) Dr. Smith Acona
      d) Report should be available in June

7) Committee reports
   a) We are missing an outreach committee chair
      a) Katie and Andrea volunteered
   b) Sesquicentennial event update—Natalie/Katie
      i) 60 people showed up
      ii) Approx. 50/50 staff & faculty
   c) Community and Events (Kathy)
      a) SpringFest and Egg Hunt—Elise
      b) Egghunt
         i) Registration via email
         ii) Saturday, April 19th
         iii) Volunteers needed
      c) BYKTWD
8) Adjournment

Next Meeting:
May 14, 2014
11:30am to 1:00pm
Garden Room, The Chambers Center (Colorado Women’s College)

Guests for March: Provost Gregg Kvistad

Respectfully submitted,

Nichole Creger
Co-Secretary