



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

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

Visitors in Attendance:

Name	Unit	Name	Unit



STAFF ADVISORY COUNCIL

June Hall	Controller's Office	Mary Freeman	Controller's Office
Lindsay Anderson	Grad School of Psych.	Gloria Howell	Ricks
Marlene Arnold	Internationalization	Linda Le	English Lang. Center
Mary Carver	UTS	Bob McVeigh	Business Services
Amber Vazquez	Bursar's Office		

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



STAFF ADVISORY COUNCIL

- 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



STAFF ADVISORY COUNCIL

- (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!



STAFF ADVISORY COUNCIL

- ii) Employees can make adjustments to their contributions online at 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



UNIVERSITY *of*
DENVER

STAFF ADVISORY COUNCIL

- i) Volunteers needed
- 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