

BENEFITS ADVISORY COMMITTEE

Minutes

WORKING GROUP MEETING

Group Name:	Benefits Advisory Committee
Date:	March 4, 2022
Time and Location:	9:30 AM – 10:15 AM CST Zoom

ATTENDEES

<input checked="" type="checkbox"/>	Winifred Williams, Ex-Officio	<input checked="" type="checkbox"/>	Jodi Goode, Staff Council
<input type="checkbox"/>	Danielle Hanson, Ex-Officio	<input checked="" type="checkbox"/>	Peter Kotowski, University Senate
<input checked="" type="checkbox"/>	Heather Chester, Staff Council	<input checked="" type="checkbox"/>	D. Megan Helfgott, Univ. Representative
<input checked="" type="checkbox"/>	Eniko Racz, Univ. Representative	<input checked="" type="checkbox"/>	Juana Arauz, Univ. Representative
<input checked="" type="checkbox"/>	Jenny O'Rourke, Faculty Council	<input type="checkbox"/>	
<input type="checkbox"/>	Graham Moran, Faculty Council	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Tisha Rajendra, University Senate		

MINUTES

From: Chester, Heather <htomley@luc.edu>

Sent: Friday, March 4, 2022 11:34 AM

To: Williams, Winifred <wwilliams5@luc.edu>; Racz, Eniko <Eracz@luc.edu>; Hanson, Danielle <Dhanson@luc.edu>; Arauz, Juana <jarauz@luc.edu>; Kotowski, Peter <pkotowski@luc.edu>; Rajendra, Tisha <trajendra@luc.edu>; Goode, Jodi <jgoode@luc.edu>; O'Rourke, Jenny <jorourke1@luc.edu>; Helfgott, D. Megan <dhelfgott@luc.edu>; Moran, Graham <gmoran3@luc.edu>

Subject: BAC 3/4 Minutes

Hi All,

Here's the minutes from today's meeting. Thank you for the thoughtful discussion. Please let me know if I missed something!

Action Items:

Action Item: Jenny, Eniko, Tisha, Megan (I believe these are the LEADS), bring 2-minute update to 3/18 mtg (are we on-track for 4/18 recommendation, what does the team need help with, next steps, and any questions to the group)?

Action Item: Danielle share HR data on non-birthing parental leave requests over the past couple years.

Action Item: Danielle share any staff who have left LUC, if possible, when staff leave LUC do they go to a) other higher ed's, b) mission-driven orgs, or c) private sector, d) retire/not work. Do they relocate or stay in Chicago. Share anonymized data on exit interviews over the past couple years.

Action Item: Danielle share criteria of why we switched providers back in 2019 for 2020.

Action Item: Danielle or Winifred, confirm if BAC Committee proposal should be in PTT or Word.

Action Item: Danielle schedule next HR BAC Mtg in April.

Action Item: Danielle/Heather confirm leads for BAC Committee's.

Action Item: How do we get faculty leave info (Similar to staff exit interviews)? This wasn't assigned, so adding it as a to be assigned to do.

Schedule:

2/18 Committee formation - complete

3/4 BAC Touch base - complete

3/7-4/14 Subcommittee mtg, continue bi-weekly touch base

3/18 HR & BAC Insurance Broker Mtg (proposed agenda below)

- 15 min's BAC housekeeping (**Leads: Please bring a 2-minute update on your committee:** on track?, need help with X, questions to the group)

- 30 min's insurance broker presentation

- 30 min's Q & A

- 15 min's at end (buffer, additional Q&A, etc)

4/1 or 4/8 BAC Touch base (decide if needed at 3/18 mtg)

4/15 Good Friday (LUC Closed, friendly reminder for planning)

4/18 week HR Recommendations due

TBD for Strategic Finance Committee Meeting (when Winifred/Danielle present recommendations)

TBD for Strategic Finance Committee Meeting updates (when BAC incorporates Finance mtg requests into final approved benefits).

TBD for date in which we must start work to implement solutions so they are marketed/included in HR offerings for Nov 1 2022.

TBD for date in which all work must be complete/signed off (critical milestones) for Nov 1 2022 benefits package.

Notes:

HR Recommendation criteria: due week of 4/18

- Problem statement (business benefit or reason why we're taking it on, what are we improving & why does it matter?)

- Current state (make sure whatever your key criteria are, they're evaluated for both current & future state)

- Impact on employees

- Research comparison

- Future state (recommendations, near term and long term, schedule hi-level to implement)

- Financial/ resource needs to be successful (depts./people buy-in, technical items/integration with existing software, administrative updates, etc)

- Next Steps: Obtain approval, obtain funding, etc.

Confirm Teams are not stretched too thin & team progress/updates:

- Insurance: OK to move forward. Team has themes for insurance broker discussion.

- Tuition Benefit: OK to move forward. Partnered with Tobyn. Finance approved. Draft communication ready for next week.

- Parental Leave: OK to move forward. Focus will be benefit parity for birthing and non-birthing parents for fac & staff. Comparing FMLA, STD, Accrual and Use of Time off & Sick pay, Adoptive benefits, impacts on funding and policy, etc. If time permits, parity of fac vs staff offering (social justice), and be able to take leave 6 or 12 months after life event. Danielle joining 3/21 mtg.

HR Benefit approach:

- Looks at impacts on faculty funding, HR policy, reviews policies, labor contracts, other offerings/benefit package.
- LUC (on the AJCU list) is the gold standard or leader along with Georgetown. Most AJCU's follow LUC or Georgetown as leaders.

LUC Comparison Approach, recommended by Winifred:

- AJCU schools, focus on the top couple school or "most like us in size" Marquette, Georgetown, Fordham (probably not St. Joe).
- OIE Peer & Aspiration – Use 2021 list, per Winifred email, Fri 2/18/2022 3:20 PM
- Chicago-based Schools: NW, U Chicago, DePaul, etc.
- Reference Eniko's list (used for pandemic benefit comparison), sent Fri 2/18/2022 10:37 AM

Staff Leaving LUC:

- Mentioned that some people have left to go to private-sector non-profits.

Insurance policy changes in 2019/2020:

- Winifred mentioned that we usually change based on price, insurance landscape /competition changes, our population pool changes, etc.
- Finance was not directly involved in 2019/2020 vendor selection.

Thank you,

Heather T. Chester, PMP, MSIT, MBA, MEd, CSM, ITIL
ITS Sr. Project Manager
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