Meeting was called to order by Adrienne Piazza at 1:07 p.m.

Members present: John Butt, Tracy Cassalia, Carrie Caumont, Bill Chappell, Molly Field, Andy Gurka, Crista LaPrade, Lindsey Love, Keith Mitchell, Andrew Morton, Adrienne Piazza, Cheryl Poston, Jerry Robinson, Sadie Simmons, Bryn Taylor, Michael Torquato, and Paul Witten

Members absent: LaQuashia Pegeas, Martha Pittaway, Denise Johnston, Denard Hall, and David Curtis

Welcome and Announcements

Adrienne welcomed Council and asked if there was any feedback regarding the recent budget open forums. The general consensus was that the sessions were very informative and people appreciated the transparency.

Open Enrollment Preview Presentation from HR (Carl Sorensen)

Carl Sorensen presented a summary of information regarding open enrollment and the new Short Term Disability Program (STD). STD training sessions for managers will be held over the next week or two, followed by open information sessions for the entire University.

The open enrollment period will be from November 5 – November 16. Benefit Fairs will be held on November 8, 14, and 16.

Robert’s Rules of Order Review (Lindsey Love)

Lindsey Love gave a presentation on Robert’s Rules of Order and parliamentary procedure as it applies to USAC.

Updates from Community Engagement Working Group

Council held a discussion about the UR Santa program. In recent years, individual persons ran the program; although USAC offered volunteers, the program itself was not administered by USAC. Council concluded that existing community resources may better serve the needs of the University Community. These resources can also offer broader University support during the holidays as well as throughout the year.

Present Bylaws for possible revision

Adrienne and Andy reviewed the by laws that are due for revision. Council moved to table the discussion and vote until the November USAC meeting to allow the full Council to review and vote.

Strategic Plan and Constituent Review

Due to time constraints and to allow for committee work time, this will be taken up in November.

Committee Work Time
Council was allowed time to meet as sub committees and working groups to work on projects.
Meeting adjourned at 2:38 p.m. (although committee work continued afterwards)
The next meeting will be held on Tuesday, November 13 in Tyler Haynes Commons, Room 305
Respectfully submitted,

Cheryl Poston, Recording Secretary
Submitted: August 24, 2012
“Suggest canvassing staff, faculty regarding their opinion of Express Scripts as our prescription provider. I'm finding more and more colleagues and even my own PC that are not pleased with the service they are receiving. Customer Service is lacking - unable to speak to a rep quickly, caught in phone loops. U prefer to speak to a pharmacist face to face and to speak to the same person on a regular basis. Thanks for considering.”

Action Taken:
August 28, 2012 – suggestion sent to Laura Dietrick in Human Resources
August 28, 2012 – reply from Laura Dietrick
   Human Resources is always interested/concerned if employees are having difficulties with one of our benefit providers. For situations referenced below it would be beneficial if the employee could contact the HR Solution Center either by emailing urhr@richmond.edu or calling 289-8747. Once we receive a concern we can work with the provider to research the issue. In cases regarding customer service or phone issues it’s much more advantageous for us to have specific details to discuss with the provider.

September 11, 2012 – Council had nothing further to add.

Submitted: August 29, 2012
“I retired from UR in May. As an employee, I always found SpiderBytes to be a great resource for events of interest on campus. I would like to continue to receive the daily email. I contacted Anna Denton in HR who referred me to the Help Desk. I then contacted the Help Desk who referred me to HR. Anna then indicated she would contact the Help Desk as this is not technically a "benefit." At the present neither HR or IS is set up to make this happen for retired staff. (I am not sure if retired faculty continue to receive SpiderBytes since they are able to have access to their UR email account.) I would like to see this access continue for staff as an option. Thank you for your help.”

Action Taken:
August 30, 2012 – email to Carl Sorensen in Human Resources
August 30, 2012 – reply from Carl Sorensen:
   Spiderbytes are for active employees and students. Both faculty and staff do not keep email accounts when they leave the university, no matter the reason they leave. This policy has been in place for several years. The policy can be found at: http://is.richmond.edu/accounts-passwords/about/expire.html. Retirees (faculty and staff) who were retired prior to this change in policy have been grandfathered and do still have a UR email account.

   Human Resources has clarified this policy with the Help Desk and Information Services, so that future questions of this nature will have a consistent answer.
   Retirees can stay informed through reading forwarded and staying abreast of UR news through the website and Facebook.

September 11, 2012 – Council had nothing further to add