The meeting was called to order at 2:05 PM by Terry Borg, Committee Chair.

Members present: Terry Borg, Celeste Latham, Mary Wyzard, Murali Krishnamurthi, Liz Guess, Samantha McCarron, George Slotsve, Sherilynn Spear, and Wendell Johnson.

I. Agenda Additions/Approval: George Slotsve moved for, and Sherilynn Spear seconded, approval of the agenda. The motion was approved unanimously.

II. Minutes Approval from February 4, 2016 Meeting: George Slotsve moved for, and Celeste Latham seconded, approval of the minutes. The motion was approved unanimously.

III. Old Business:
   a. Benefits Update (Latham and Guess)
      i. Pension
         1. SURS is offering individual retirement counseling appointments on 4/12 and 4/13. These appointments filled up quickly, but SURS takes appointments at their Naperville and Champaign locations.
      ii. Affordable Care Act
         1. Insurance is working on 1095-C’s, to be delivered by 3/31/16. This form is not required to file taxes, but employees should keep for their individual records.
      iii. Other
         1. The annual Wellness Fair is to be hosted on Wednesday 3/30/16 from 10 to 2 in the Ballroom and Capitol Room at the Holmes Student Center.
         2. Benefits Choice period will be during May – no change
   b. Annuitants Association Report (Spear)
      i. No updates – Next meeting on 4/20/16
      ii. Spear again encourages UBC and University employees to join the Annuitants Association.
   c. Employee Morale and Workload
      i. No updates – Council committees continue to meet, and are willing to work cross functionally between councils to address morale and workload issues.
   d. Dual Career Policy
      i. A draft document has been composed and is ready for review by appropriate parties, but has not yet been distributed for open review.
         1. There is no finalized timeline for implementation
      ii. A potential resource, the Higher Education Recruitment Consortium, has been identified. This is a group that shares information and job opportunities available in the greater Chicagoland area.
      iii. Dual Career Policy will be removed from agenda until 2016-2017.

IV. New Business:
   a. Areas for discussion to be explored more for future meetings.

V. Next meeting: April 7, 2016, 2-4 PM, Altgeld 212. Terry Borg, chair, is to be absent, so George Slotsve and Celeste Latham have agreed to co-chair the meeting in his absence.

VI. Announcements:
   a. Steve Builta, SPSC President, has visited the Operating Staff Council for potential collaboration opportunities. This topic will be revisited during the April UBC meeting.
   b. SPSC will consider SPS emeritus status, similar to faculty emeritus status.

Adjournment: George Slotsve moved to adjourn, with the second from Sherilynn Spear. The motion to adjourn was approved unanimously. Meeting adjourned at 3:02 PM.

Minutes prepared and respectfully submitted by Samantha McCarron, UBC Secretary