

**University Benefits Committee**  
**Minutes**  
**February 7, 2019; 2:00 – 4:00 PM**  
**Altgeld 203**

*Present:* Tim Aurand, Laura Beamer, David Dosier, Liz Guess, Murali Krishnamurthi, Celeste Latham, Karen Smith

*Absent:* Deb Boughton, Alicia Schatteman, Toni Tollerud

- I. Call to Order  
Meeting was called to order at 2:04 by Beamer
- II. Roll Call  
Attendance was recorded by Smith
- III. Agenda Additions/Approval  
Motion carried.
- IV. Approval of the December, 2018 Minutes.  
Minutes approved.
- V. Constituent Reports
  - Annuitants Association -  
No report.
  - SPS - (Dosier)  
They are still working on the SPS proposal for the conversion regarding SPS sabbaticals. Latham stated that there had been no SPS sabbaticals requested from SPS since the 2000's.
  - Operating Staff - (Smith)  
OSC council received concerns regarding how the benefit time should be calculated based on different work schedules across campus with the late opening on January 31<sup>st</sup>. President Nicolson will address the issues with administration.
  - Faculty - (Aurand)  
No Report
  - Provost's Office (Krishnamurthi)
    1. A survey will be going out in regards to FMLA, return to work and "stop the clock" issues. The university follows the federal policy which does not work consistently with faculty schedules.
    2. Chairs will be meeting on Monday, with a discussion regarding sabbaticals that are not taken within the same time period.
  - HR (Latham/Guess)
    1. SURs Spring visits will happen on March 20 and 21.

2. There have been no updates on Benefit Choice as of this meeting.
3. Currently working on Affordable Care notices.
4. Will be doing a "How to Retire from NIU" presentation on March 14.
5. Discussion regarding how the W-2s are dispensed. There is still a high volume being printed. Latham reported that employees who have left the university do not update their addresses and causes more expense to reissue once HR is contacted. Krishnamurthi suggested that a link be sent out to remind employees to "opt-in" to receive online. Smith asked about former employees and how long their account remained active. Latham stated they are active up until May. If ex-employees do not remember sign-on requirements should be directed to the DoIT service desk at 753-8100.

- Old Business  
n/a
- New Business  
n/a
- Announcements  
Krishnamurthi announced his retirement for this June.
- Adjournment  
Beamer motioned to adjourn, Dosier seconded

**Next meeting March 7, 2019; 2:00-4:00 pm; Altgeld 203**