

**WORKING GROUP MEETING**

<b>Group Name:</b>	Benefits Advisory Committee
<b>Date:</b>	May 7, 2020
<b>Time and Location:</b>	9:00 AM – 10:00AM CST   Zoom

**ATTENDEES**

<input checked="" type="checkbox"/>	Winifred Williams, Ex-Officio	<input type="checkbox"/>	Krista Lotesto, Staff Council
<input checked="" type="checkbox"/>	Danielle Hanson, Ex-Officio	<input checked="" type="checkbox"/>	Peter Kotowski, University Senate
<input checked="" type="checkbox"/>	Brody Tate, Staff Council	<input type="checkbox"/>	Kelli Evans, Univ. Representative
<input checked="" type="checkbox"/>	Kathleen Steinfels, Univ. Representative	<input checked="" type="checkbox"/>	Juana Arauz, Univ. Representative
<input checked="" type="checkbox"/>	Allen Shoenberger, Faculty Council	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Stephen Rushin, Faculty Council	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Tisha Rajendra, University Senate		

**MINUTES**

1. Minutes

Brody moved to approve the minutes without objection. Minutes adopted.

2. Review Draft of BAC Survey

Brody presented on the drafting of the survey. He said that the challenge is balancing the length with the need for a high response rate. Brody said they tried to write the survey instrument in a way that would gather as much information as possible from respondents.

Allen asked about whether we should alter the questions about demographic information. Allen proposes that salary demographics broken down into somewhat different categories. Allen also raised concerns about answers becoming identifiable to the respondent based on individuals identifying as transgender male or female on the survey instrument. This led to some discussion about how to frame this question to protect privacy and gather useful information.

Allen and Stephen both mentioned the need for a question about an HMO option. Tisha questioned the need for this type of question, concerned that it might not provide much useful information. Brody suggested leaving it to individuals to mention this in the open response portion of the survey.

Winifred suggested that any mention of an HMO option would need some explanation in the question. Kathleen suggested potentially including a more general question at the end. Brody explained that we should be careful not to make the survey instrument sound like we are planning on moving to any specific plan in the next calendar year.

Allen and Tisha asked about the use of the word “access” versus “use” to ensure that the survey provides

accurate information on employee experience with Aetna.

The group also debated the use of the phrase “transition of care” and whether survey respondents knew the definition of this term. There was a discussion about how to make employees aware of the available benefits they are afforded under the current plan offerings.

Tisha asked about whether the survey should be clear that it originated from the BAC and not from university administration. And we discussed the need to emphasize the anonymity of the survey.

Allen also raised some concern about question #19—the way it is worded may not reveal much information, as it does not specify the kind of change being proposed. Stephen agreed and suggested either a specific proposal in question #19, or an open-ended question that allowed users to propose possible salary tiers that are consistent with our social justice mission.

Allen also suggested an alteration to question #20 to include more options related to additional possible outcomes (e.g., yes, but not in a timely fashion; yes, in part). This led to some debate about whether timeliness is an important issue. Brody suggested a more open-ended question to address this possible issue.

There was a discussion of the appointment of an ombudsperson re: question #27. Allen explained that the university previously appointed someone to this role, but there was limited faculty use of this person. Other members of the committee wondered about the privacy concerns related to an ombudsperson handling complaints about HR issues.

Finally, Danielle asked if we need to make clear that we have multiple dental plans in our questions about the existing dental plan offerings.

### 3. Salary Tiers

We’ll delay discussion of salary tiers until the survey results come back.

### 4. Education Benefit

Kathleen walked us through the progress on the education benefits discussed earlier this year at our meeting. Loyola currently does not cap the tuition benefit for dependents. Kathleen also gave us some data on the number of staff and faculty dependents taking advantage of this benefit.

The meeting ended around 10:30 AM.