

USI Retirees Coordinating Council Agenda
Tuesday, September 20 2016
Foundation Office, 1:30 p.m.

Present: Michael Whipple, John Deem, Yvonne Floyd, Ginger Ramsden, Sherrienne Standley, ex officio, Sara Rhoades, Foundation liaison

Absent: Nancy Johnson, Phil Fisher, Chris Jines, Jim Bandoli

Call to Order: The meeting was called to order by President Michael Whipple at 1:30 p.m. Due to a communication error, the meeting date was changed from Thursday, September 22 to today; therefore, a few members were unable to attend.

Michael introduced our guest, Andrew Lenhardt, USI's new executive director of Human Resources. The group introduced themselves to Andrew and gave him a brief history of the formation and purpose of the Coordinating Council. Andrew provided a synopsis of his current initiatives at USI, which include:

- hiring a Title IX coordinator, who will ensure USI creates and sustains a campus free of sexual misconduct and discrimination. The Human Resources staff has initiated the use of a software program to train students regarding compliance with Title IX, which Andrew says "is doing a really good job." Once hired, the new coordinator will continue to work with students and staff to provide on-going training and support regarding Title IX.
- continuing to coordinate with all USI offices to ensure USI is compliant with the new Fair Labor Standards Act (FLSA) governing overtime rules. Several positions will be reclassified to stay compliant with the law, which becomes effective December 1, 2016.
- developing a strategy to market USI to prospective candidates for employment. Andrew asked if materials created for this initiative could be brought before the Council for suggestions.

The group shared the retiree benefits-related document that will be sent to Dr. Bennett with Andrew and reinforced that retirees should be given the same privileges provided to employees, as outlined in the USI Employee Handbook. We then discussed the challenges faced by retirees, offering suggestions as to how Human Resources might assist our colleagues.

Following Andrew's departure, we proceeded with the business meeting.

Approval of Minutes: Yvonne moved the minutes of the July 28th meeting be approved as read, John seconded. The minutes were approved.

REPORTS

Treasurer's Report: Nancy Johnson, treasurer, was unable to attend the meeting. Michael stated the balance should be about the same as reported at the last meeting, with the addition of a few new membership fees.

Dates of scheduled events: Michael reminded the group of the Retirees' Annual Meeting, to be held in Daniel Craig's practice room, LA 0112, from 2:30-3:15 p.m., on Thursday, November 10. Following the meeting, Daniel and his choir students will entertain us. Sherrienne and Sara will make certain this information is included in the newsletter that will be sent to retirees in mid-October. Everyone agreed door prizes might encourage attendance at the annual meeting, and Michael will request a donation of two door prizes from the USI Bookstore.

We discussed the possibility of setting a date for a phone drive to contact all retirees to determine correct emails and preferred method of communication regarding retiree events. It was suggested we meet over the holidays at the Foundation Office for the event. The new Council will work with Sara to coordinate this effort.

OLD BUSINESS

Council Staffing Committee: The committee consisting of Jim Bandoli, chair, Yvonne Floyd, and Ginger Ramsden, reported that Linda Cleek has agreed to join the Council. Yvonne is still working on finding a retired support staff person to serve on the Council and the group offered a few suggestions.

MAIA Conference: Ginger reported the Mid-America Institute on Aging (MAIA) group has asked if our Council would like to work with them to develop a track specifically for retirees for the next conference in August. Since the conference includes a variety of excellent wellness programs, as well as topics dealing with the aging population, the group decided the current format will be beneficial to retirees, especially since many of them have never attended the event. Michael made the suggestion to ask the group to include a workshop pertaining to elder law, which Ginger will pass on to the MAIA committee. We agreed we need to promote and market the conference so that more USI retirees attend the next event. This two-day conference includes meals and snacks, and is now free-of-charge to all USI retirees, a huge benefit.

Communication to Dr. Bennett: Michael reported the benefits-related document he developed with the Council's assistance is being sent to Dr. Bennett in the near future.

Grant program: Michael has obtained a list of all USI employees currently enrolled in credit-bearing classes from the Bursar's Office, as the drop-add date has passed. He will work with Phil Fisher to coordinate a plan to select five recipients, who will each receive a \$100 scholarship from the Council, as outlined in previous meeting minutes.

We determined the Council should make a decision in early spring as to how many scholarship recipients can be funded in the spring semester, based on the organization's financial situation at that time.

NEW BUSINESS

Retirees' luncheon: Sara discussed the retirees' luncheon, typically held on campus before one of the USI basketball games. The group suggested we set the date for the Homecoming game, February 4th. Sara will attempt to schedule the Griffin Center for the luncheon at 11:30 a.m., so that those interested can attend the Women's basketball game at 1 p.m., followed by the Men's game and Homecoming at 3 p.m.

The meeting adjourned at 2:35 p.m.

Respectfully submitted,

Ginger Ramsden, Secretary