

**College Benefits Committee
Meeting Record
March 28, 2002**

Members Present	Members Absent
Patricia Brooks	Melody Chambers
Dr. Martha George	B. J. Higgins
Barbara Hayes Fulton	Dr. John Hughes
Terry Kilpatrick	Joyce Morgan
Staci McPhearson	Darin Young
J. B. Messer	
Dr. Charlotte Mulvihill	
John Sausins	
Kim Velleca	
Tim Whisenhunt	
Guest	Ex-Officio Members Present
	Larry Robertson
	Carolyn Rouillard
	Elaine Svec

Agenda Items	
1.	Review/Approval February 19, 2001, Meeting Records
2.	Retiree Health Insurance Recommendation Specifics
3.	Flexible Spending Accounts (Section 125)
4.	Review/Discussion/Approval of Final Draft of Recommendation to Allow Use of Accumulated Sick Leave for Family Care in Special Circumstances
5.	Other Business

Decisions/Actions/Plans

1.	Meeting Records (2/19/02) were approved as written.
2.	Retiree Health Insurance Recommendation Specifics: A subcommittee was created to work on rewriting the previous recommendation that went forth to the administration and was rejected. The subcommittee includes John Sausins, Dr. Martha George, Kim Velleca, Dr. Charlotte Mulvihill, Carolyn Rouillard, and Larry Robertson.
3.	Flexible Spending Account: Postponed until Larry Robertson and Carolyn Rouillard can meet with Aetna (the first step). They are hoping to have that opportunity soon.
4.	Review/Discussion/Approval of Final Draft of Recommendation to Allow Use of Accumulated Sick Leave for Family Care in Special Circumstances: The final draft was approved. A copy follows this record.
5.	Other Business: The subcommittee is scheduled to meet Thursday, April 4, at 2:00 p.m. in the Human Resources Conference Room to work on the retiree health insurance recommendation specifics.

Next Meeting Day/Date/Time: Thursday, April 11, 3:00 p.m.
Location: CU-7

Agenda Items

1.	Review/Correction/Approval of the March 28 meeting record.
2.	Retiree Health Insurance Recommendation Specifics
3.	Flexible Spending Accounts (Section 125)
4.	Other Business

COMMITTEE RECOMMENDATION

Background

Currently a full-time employee accrues eight hours of sick leave for each month worked. An individual may apply to use 40 hours of accrued sick leave for immediate family members during each fiscal year.

Sample Cases

Some actual incidents employees have encountered are listed below. In all these cases the employee had not used his/her family medical leave in the previous year/s.

- An employee has both parents seriously ill and needs to be gone more than the 40 hours allowed in the fiscal year.
- A parent has a child with a serious illness and needs to be home with that child more than a week.
- A parent has a child who needs reconstructive surgery and the expected time of recuperation is more than 40 hours.
- An employee has a parent dying and wants to be with that parent during her last days.

Recommendation

The committee felt all these cases had merit. In their evaluation of the various options, a parameter was set that would not increase sick leave accrual. The recommendation is as follows:

- Sick leave will continue to accrue at the rate of 8 hours per month worked.
- Employees must have an accrued sick leave balance to cover time requested.
- Records for family medical leave for the previous 5 years are reviewed. If there is a balance remaining for these years, then the individual may use that leave for immediate family medical care.