Welcome and Introductions, and Approval of Minutes
1. Meeting began at 9:00 a.m.
3. Adrian Shepherd announced that he would be vacating his EAC position due to acceptance of a new job outside of Texas A&M. Dr. Strawser and EAC members thanked Adrian for his service on the EAC.
4. Minutes from 5/31/2016 were approved.

Administrative Report by Jerry Strawser
1. Professional Development and Onboarding Implementation Teams: Membership has been finalized for the implementation teams for Professional Development and Onboarding. These teams will be meeting over the summer to determine a timeline and action plan for implementation of the Continuous Improvement Team recommendations. The teams will be evaluating what can and should be implemented by 9/1/2016, 1/1/2017, and 6/1/2017.
2. Health Science Center Integration: The HSC integration is ongoing. Some departments like Financial Management Operations, Safety & Security, Business Services, Utilities & Energy Services, and Central IT are affected more than others. Beginning 7/1/2016, payroll, accounts payable, and other Controller functions will be integrated. Business Services and UES will follow. Integration with Central IT will likely be postponed until the new VP for that area is hired. Other departments such as Transportation Services, Budget & Planning, Risk & Compliance, and Facilities & Operations will either not be impacted or the integration will be more coordination-oriented.
3. Staff Tuition Assistance Program: The program has been approved and will launch in Fall 2016.
4. Wellness: Dr. Strawser inquired whether employees were taking advantage of the Wellness Release Time and other new wellness initiatives. General consensus from EAC members was that some individuals have begun utilizing these benefits.

University Staff Council Report – no report provided

Benefits Report by Betty Gibson
1. Annual Enrollment
   • Annual Enrollment (AE) begins 7/1/16 and will run entire month of July
   • Opportunity to make changes without a qualified change of status
   • Notification will be sent at beginning of AE to announce system open
   • Important to read communications and ensure changes are submitted online
   • If happy with current coverage, no action needed unless reenrolling in flexible spending account
   • Encourage attendance at the benefits fair 7/12 & 7/13, 10:00-2:00 in GSC 101. http://employees.tamu.edu/media/914208/AEbenefitFair2016.pdf
   • Website dedicated to AE including premiums http://employees.tamu.edu/benefits/annual-enrollment/
   • Wonderful plan enhancements effective 9/1/16
     ➢ Lower copay from $30/$45 to $20/$30 for doctor visits
     ➢ Lower deductible from $700 to $400
Still have the deductible credit of $50 available each plan year for completing the health assessment [http://employees.tamu.edu/benefits/health-assessment/](http://employees.tamu.edu/benefits/health-assessment/)

ID Protection Services – Free to employee but need to sign up [http://www.tamus.edu/business/benefits-administration/employeeretiree-benefits/id-protection/](http://www.tamus.edu/business/benefits-administration/employeeretiree-benefits/id-protection/)

Lower or pretty “flat” premiums for fulltime employees

- Other changes:
  - $9.00 annual fee eliminated for healthcare spending account debit card
  - Optional Life/Dependent Life will be calculated based on age as of 9/1
  - Vision plan now allows for frames every year instead of every two
  - Slight increase in the DHMO and Vision plan premiums

2. Wellness

- Reminder for wellness exam completion target date of 6/30/16. Typically takes 2-3 weeks for credit to post. [http://employees.tamu.edu/benefits/wellness-exam/](http://employees.tamu.edu/benefits/wellness-exam/)
- Check completion status in MyEvive [https://myevive.com/tamus-login](https://myevive.com/tamus-login)
- Wellness Release Time (WRT) available to fulltime employees to provide 30 minutes up to 3 times a week to complete physical activity. WRT time is fully supported by administration and encourages interactive dialog between employee and supervisor to determine how to best apply WRT within their unit. [http://employees.tamu.edu/benefits/leave/wellness-release-time/](http://employees.tamu.edu/benefits/leave/wellness-release-time/)
- Expanded fitness – many more sessions offer, full schedule available and additional sessions will be added as available. [http://employees.tamu.edu/media/914935/FitnessCal.pdf](http://employees.tamu.edu/media/914935/FitnessCal.pdf)
- Fitbit program – 1429 individuals registered and 500 were selected through a randomizer. Discount storefront is available.
- Additional initiatives are on the horizon.

3. Reminder TRS contribution rate increases to 7.7% (currently 7.2) effective September 1.

4. FLSA overtime changes will be effective 12/1/16 – Additional communications will be forthcoming.

5. Common Pay Plan will be effective 12/1/16 – Additional communications will be forthcoming.

6. 2016-2017 Performance cycle has begun and supervisors/managers received an email communication to establish the plan and review the current job description in preparation for the next review cycle.

7. Workday project is progressing quickly with a prototype in development for further testing in August/September. The go live date for Workday is December 2017. Project website - [http://workday.tamus.edu/](http://workday.tamus.edu/)

8. Selection process for the VP for Human Resources and Organizational Effectiveness has completed and Dr. Barbara Abercrombie will begin on August 1. Dr. Abercrombie joins Texas A&M from University of Arkansas and brings strong credentials and qualifications to this high level position.

Old Business

1. Membership: An updated membership roster was provided to members. This information can be found at [http://vpfaeac.tamu.edu/members/](http://vpfaeac.tamu.edu/members/).

New Business

1. Elections of Chair and Vice Chair: Due to Adrian Shepherd’s departure, elections for Chair and Vice Chair were conducted. The Chair will begin serving immediately, with the Vice Chair providing support as needed and then transitioning into the role of Chair in May 2017. Nominations were submitted and a vote was conducted. Monica Hartman was elected as Chair and Michael Phillips was elected as Vice Chair.

2. Election of New Representative: Elections will be conducted to identify a new representative for Group 1 – Office of Safety & Security, University Police Department, and Environmental Health & Safety. This individual will complete Adrian Shepherd’s term.

3. Medical Emergency Reminder: Employees are encouraged to learn the location of AEDs (automated external defibrillator) in their work area in the event of a medical emergency.
**Closing Discussion**

1. The next EAC meeting will be held on July 27.
2. Meeting adjourned at 9:48 a.m.

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**Meeting Attendees:** Keith Bornmann (UES), Jacob Daily (EHS) for A. Chavarria, Tracy Foster (Budget) for C. McClenton, Joe Garcia (UES), Monica Hartman (EHS), Brent Kelm (TS), James Kimrey (TS) for E. Irwin, Cindy Ishaq (TS), Braly Morse (IT), Missy Mouton (IT), Michael Phillips (IT), Susan Phillips (SBS), Antonio Sarate (SRPL), Adrian Shepherd (UPD), James Smith (IT), Michael Vance (UES), Erica Wozniak (FDA) for B. Cox, Karen Bigley (Ex-Officio Office of VPFA), Ashley Skow (Ex-Officio Office of VPFA), Jane Schneider (Ex-Officio Office of VPFA), Jerry Strawser (Ex-Officio Office of VPFA), Betty Gibson (Ex-Officio Human Resources), Nikwai Noble (UPD, guest)

**Members Absent:** Adam Chavarria (EHS), Bill Cox (FDA), Eric Irwin (TS), Carletta McClenton (FMO)