Welcome and Introductions
- The meeting began at 9:00 a.m.
- Minutes from March 29, 2017 were approved.

Administrative Report by Jane Schneider
- The next division Town Hall meeting will be scheduled for early summer (date to be determined).
- The executive staff will soon be seeking new members to join the Onboarding and Professional Development Continuous Improvement Implementation Teams. This is a great opportunity for staff to work with others throughout the division and make an impact. Please be thinking about this and share with others who may wish to participate.
- TAMU IT delayed participation in the 2016 voluntary separation program due to changes in leadership at the time, and they are now offering that program to their employees. This is an extension of the previous voluntary separation program and will not pertain to employees in the Division of Finance and Administration.
- The public is invited to give feedback about the Bush-Wellborn Crossing project, which would create a grade separation at the intersection of George Bush Drive and Wellborn Road. While this project is not scheduled to begin until 2022, Texas A&M Transportation Institute is seeking input now. For more information, visit https://bwx-bcs.org.

University Staff Council Report by John Kay
- The USC met on April 18, 2017.
- Provost candidates will soon be making campus visits and the entire campus community is invited to attend an open forum with each candidate. You may contact your USC representative if you have questions you would like them to ask related to the candidate’s interaction with staff.
- Elections will soon be conducted for a new USC representative for the Division of Finance and Administration.

Benefits Report by Sarah Tobola
- Congratulations to Karen Bigley, Communications Manager for the division, who was elected as TAMU’s representative on the System Employee Benefits Advisory Committee (SEBAC) for FY18-19. Karen will act as an advocate for employees when dealing with high-level strategic issues. Employees should continue working with the Benefit Services office for specific needs and routine questions. We appreciate Jane Schneider’s work during the previous term as our SEBAC representative.
- Employees and their enrolled spouses on the A&M Care Health Plan are reminded to have an annual physical by the target deadline of June 30, 2017 in order to qualify for the lower premium level for FY18. You can check your current status on MyEvive at https://myevive.com/tamus-login. Catapult onsite screening has been scheduled for dates in May. Reminder that preventive services are covered at 100%.
- The special enrollment period for the Long Term Care program has closed. Long Term Care is available year-round through PerksConnect, however medical underwriting will be required.
The annual performance review process is ongoing. All evaluations must be entered into the PATH system by May 31, 2017.

The TAMU System is replacing its existing HR and payroll systems with Workday, which is a cloud-based application that allows you to better manage your personal, payroll, and benefits information. Workday will go live on December 1, 2017 and will be available through your SSO login. This is a change that will affect anyone who receives a paycheck from TAMU. Be watching for more information and training opportunities related to this project.

There will be a change to the standard work week for biweekly employees. The current work week of Thursday to Wednesday will be changed to Sunday to Saturday. This change will go into effect on 9/1/2017.

Employees are encouraged to take advantage of the many programs offered through Wellness Works, which is TAMU’s official employee wellness program designed to encourage employees to live healthier lifestyles, to support a healthy workplace, and to create a culture of wellness. There are a variety of fitness classes available to employees at no cost. For more information, visit http://employees.tamu.edu/benefits/wellness.

Old Business
- Thanks to the EAC members who have responded to serve on the selection committee for the division scholarship opportunity. Reminder that scholarship applications are due by May 5, 2017 at 5:00 p.m.
- Elections for EAC representative will be conducted during May. Outgoing and incoming EAC members will be invited to attend the next EAC meeting. Once the new members are on board, elections will be conducted for a Chair-Elect.

New Business - none

Closing Discussion
- Meeting adjourned at 9:41 a.m.
- The next meeting occurs during the week of Memorial Day and will likely be rescheduled.
- Sarah Tobola noted that she has accepted a position outside the university and this is her last EAC meeting. Betty Gibson begin giving benefits updates to the EAC.

Meeting Attendees: Adam Chavarria (EHS), Ron Elliot (UES, for K. Bornmann), Monica Hartman (EHS), Brad Hollas (FCOR, for B. Cox), Eric Irwin (TS), Cynthia Ishaq (TS), Brent Kelm (TS), Susan Phillips (SBS), Paul Ramirez (DAS, for C. McClenton), Michael Vance (UES), Ashley Skow (Ex-Officio Office of VPFA), Karen Bigley (Ex-Officio Office of VPFA), John Kay (Ex-Officio University Staff Council), Sarah Tobola (Ex-Officio Human Resources), Jane Schneider (Ex-Officio Office of VPFA).

Members Absent: Keith Bornmann (UES), Bill Cox (FDA), Joe Garcia (UES), Carletta McClenton (FMO), Nikwai Noble (UPD), Antonio Sarate (SRPL).