

PRESIDENT'S LEADERSHIP COUNCIL
Meeting Minutes ~ October 31, 2017

ATTENDANCE

Diane Arnzen	Caron Daugherty	Kathy Johnson	Fran Moore	Lisa Vinyard
Trish Aumann	Shirley Davenport	Kathy Johnston	Lisa Pritchard	Allan Wamsley
Roger Barrentine	Chris DeGeare	Amy Kausler	Dale Richardson	Suzie Welch
Kristine Bogue	Daryl Gehbauer	Betty Linneman	Jacob Smith	Tasha Welsh
Michael Booker	Richard Hardin	Dena McCaffrey	Lindsay Steighorst	Kenny Wilson
Ray Cummiskey	Kim Harvey	Greg McVey		

CALL TO ORDER

President Cummiskey called the meeting to order at 2:32 p.m.

CELEBRATIONS/RECOGNITIONS

None

APPROVAL OF MINUTES

Dr. Cummiskey asked for a motion to approve the September 26, 2017, meeting minutes. Chris DeGeare made a motion to approve the minutes as presented; Greg McVey seconded the motion. All approved.

ACTION ITEMS

None

COMMUNICATION AND FEEDBACK

Board of Trustees Update ~ Dr. Cummiskey provided a brief overview of the October 12th Board of Trustees meeting, including the following: appointment of two Board Subcommittees; approval of four (4) naming rights in the newly-renovated Library; approval of a contract for financial aid verification services; and, approval of several purchases. All information pertaining to the Board of Trustees is always available via BoardDocs.

Committee Presentation(s) ~ Betty Linneman shared highlights of the monthly [Institutional Committees reports](#).

Constituent Reports and Issues

Go Bold and Lead the Way: Civic Engagement at Jefferson College ~ Amy Kausler & Suzie Welch reported on the [Campus Compact Civic Engagement Action Plan](#), beginning with the history of how this initiative came to fruition over the past 15 months and training opportunities for those involved. The Action Plan includes five (5) [Commitments to Statements](#), and PLC members were encouraged to review these Statements and provide feedback. Other information shared included:

- A community event is scheduled for Friday, December 1, in an effort to build community connections, to provide information regarding service learning to businesses in our community, and to create potential opportunities for students. This initiative is being partially funded by a grant. Anyone with suggestions for community connections should share the information with Amy or Suzie.
- Also included in the Plan is the creation of a tracking system and electronic directory.
- The Plan addresses service and community engagement for students and employees alike.
- Some considerations include a designation on students' transcripts documenting serving learning participation and/or community involvement and the adoption of a Service Day.

- Documentation of student-athlete and student club service learning and community involvement needs to be addressed.

Dr. Cummiskey and Dr. Daugherty were thanked for their assistance with this initiative. Amy Kausler and Suzie Welch were thanked for their leadership efforts in moving this initiative forward.

Fire Awareness, Prevention & Fire Extinguisher Training ~ Dale Richardson shared a presentation reviewing fire extinguisher types, how to use a fire extinguisher, fire emergency response, evacuation routes, evacuation plans, magnetic door release installation, and 911 responses. Space heaters and the proposed Plan of Correction was discussed; Dale reminded all that personally-owned, non-compliant space heaters must be removed from offices by November 22; these will be replaced by the College. Reminder emails regarding the heater replacements will be sent out until November 22. The College will be addressing some of the common areas/corridors that are cold/drafty to try to decrease the usage of space heaters. Dale also discussed the virtual fire extinguisher training held on campus on October 12; he would like to see more employee participation in the training next year.

Health Insurance Update ~ Tasha Welsh reported on the College's health insurance.

- Jefferson College has a partially self-funded insurance plan.
- Premiums are based on claims experience, funding of administrative expenses and re-insurance, and need to be set to cover expenses.
- Claims have caused increases in premiums. The College is currently at 98% of maximum claims liability, and the goal is to be at 80% of maximum claims liability. The College does not collect enough in premiums to cover 100% of maximum claims liability.
- The College has contributed \$1.1 million to health insurance fund. As of the end of September, the College's health insurance fund was down to \$450,000, meaning the revenues collected (premiums) are not covering the claims being paid.
- The initial renewal increase from Cigna increased the College's maximum claims liability by 28%, or \$3.1 million (the College liability). An option was included to adjust benefits to realize an approximate 11% savings; however, premiums would still have to be increased to cover claims.
- A proposal will be presented for Board consideration at the November 9 meeting. Following are some of the components of the proposal which would become effective January 1:
 - ~ an increase in the College contribution rate from the current \$643 per employee per month to \$729 per employee per month (this is slightly over what was budgeted);
 - ~ an increase in deductibles and out-of-pocket maximums;
 - ~ an adjustment in co-insurance on the high deductible plan from the current 100% down to 90%;
 - ~ an adjustment in the OAP Plan making it a buy-up plan, costing the employee selecting this plan \$85/month; and,
 - ~ a reimbursement of \$161/month for those selecting the high deductible plan.
- Even with increasing premiums and altering benefit levels, if claims continue at the rate they have been the College is projecting the transfer of an additional \$500,000 for this fiscal year.
- Options presented to the Health Insurance Review Committee included (1) maintaining the current level of benefits with a significant increase in premiums, and (2) making revisions to benefits with a smaller increase in premiums. Of the options presented, with neither being preferred, members of the Health Insurance Review Committee chose to have some changes to benefits in an effort to keep premiums at a lower rate.
- Many questions were forwarded to Human Resources regarding the potential changes and effects on employees. Tasha is building an FAQ and will distribute the document when complete.

A request was made to bring a representative of Legal Services of Eastern Missouri to campus to talk about the Affordable Care Act and to share information regarding dependent care plan options.

Dr. Cummiskey stated the College, along with many other institutions, is experiencing increases due to outside influences which are out of our control. Being partially self-insured allows the College the most ability to control quality, cost and benefits, and is the most effective way for employees to be insured.

Nondiscrimination Policy Revision Discussion ~ Jacob Smith reported that the Student Senate is working with the LGBTQ+ Club to amend College policy to include gender identity and possibly gender expression. This initiative is in the early stages. Student Senate will begin soliciting student support of this initiative beginning in November.

Critical Forum Event ~ Jacob Smith also shared that the LGBTQ+ Club along with the Student Senate will be hosting a critical forum event on the topic of LGBTQ+ issues and awareness. The forum will include a number of former students discussing their own experiences, followed by a Q&A. The forum will be held on Wednesday, November 8, 3:00-4:30 p.m. in ASI 119 (the Little Theatre).

[*HLC Updates*](#) ~ Kim Harvey, Caron Daugherty, Kenny Wilson, Amy Kausler and Allan Wamsley discussed updates from last April's HLC Annual Conference, including the importance of the College having a "culture of assessment" and the importance of Criterion IV (Teaching and Learning: Evaluation and Improvement), the highest cited area for institutions by HLC.

COMMENTS / DISCUSSION / INFORMATION ITEMS

None

NEXT MEETING DATE

November 28, 2017

ADJOURN

The meeting adjourned at 4:03 p.m.