

Date : Tuesday, November 29, 2011
To : Members of the Faculty Benefits Committee
From : Bill Eddins
Subject : FBC Contact for HR Information

Having done a cursory examination of major colleges and peer colleges using web resources, I can make the following observations regarding our contact for benefits information and the publicity of the faculty benefits via online resources.

- Few if any institutions have the Dean of Academic Affairs as a contact for faculty benefits
- Most of the major institutions have a FBC
- Most of the major institutions have faculty handbooks online
- None of our peer institutions have a FBC, but some do have a similar committee
- Some of our peer institutions have their faculty handbook online

I can make the following recommendations to the FBC.

- Revise our FBC statement in the faculty handbook to add the Dean of Academic Affairs as our contact for benefits issues.
- Recommend that administration put the faculty handbook online.

The following is an assorted listing of hits on Faculty Benefits Committee at major colleges.

1) Georgia Tech

Faculty Handbook

<http://www.facultyhandbook.gatech.edu/>

Faculty Benefits Committee

<http://www.facultyhandbook.gatech.edu/5.6.1-faculty-benefits-committee>

“The Faculty Benefits Committee shall consist of five members of the General Faculty elected by that body; the Administrator in charge of financial affairs; and one student with at least junior standing elected jointly by the Student Council and the Graduate Student Senate. The Chair shall be elected annually by the Committee from among the elected General Faculty members. The Secretary shall be appointed by the Chair from among the other members.

“The Committee shall originate or receive recommendations relative to faculty benefits. It shall evaluate them and make appropriate recommendations to the General Faculty.

“The Committee shall review annually Institute policy, plans, and procedures on such matters as insurance, retirement, sick leave, death benefits, and vacations, and make appropriate recommendations to the General Faculty.

“The Committee shall make an annual review of and furnish recommendations to the Administrator in charge of personnel concerning the general policy of the Institute with regard to wage scales, working conditions, and other matters of a similar nature pertaining to non-professional employees.

“The Committee shall make a comprehensive review of the complete insurance program the first year after the adoption of these Statutes and at least every fifth year thereafter and make appropriate recommendations to the General Faculty.

“The Committee shall seek to promote both on and off the campus the development of facilities for the benefit of Faculty and Staff members.”

There is no clear indication of who the Committee will contact regarding professional employees’ (faculty) benefits.

Faculty Benefits Committee Annual Report AY 2004 – 2005

<http://www.facultygovernance.gatech.edu/FBC%20Annual%20Report,%20AY%2005wp.htm>

2) Purdue

Faculty and Staff Compensation and Benefits Committee

<http://www.purdue.edu/hr/Benefits/fcbc/index.html>

“The Committee shall undertake a continuing study of the policies relating to both direct and indirect compensation and benefits of the faculty. Indirect compensation shall be understood to include, but not be limited to: retirement and insurance, faculty housing, educational privileges, leaves, travel expense, and recreational athletic facilities. The committee shall report to the president through the Faculty Affairs Committee and the Senate.”

Minutes at Purdue link above indicate that HR is the contact for FBC.

<http://www.purdue.edu/hr/pdf/FCBCMinutes110427.pdf>

3) New York University

Faculty Benefits

<http://www.nyu.edu/about/leadership-university-administration/university-senate/faculty-senators-council/senators-committees/committees.html>

Faculty Senate Benefits Committee

<http://nku.edu/~senate/committees/benefits%20committee/index.php>

“This outstanding group shall review, evaluate, and make recommendations concerning those policies, procedures, and programs related to the faculty benefits; in particular those policies dealing with insurance, retirement, salary schedules, academic leaves, summer fellowships, institutional project grants, deferred compensation, the credit union, travel allowance, and reassigned time. It shall process applications of and make recommendation on candidates for Faculty Sabbatical Leaves, Faculty Project Grants, Faculty Summer Fellowships and other programs assigned by the Faculty Senate.”

There is no clear indication of who the Committee will contact regarding faculty benefits.

4) Northern Kentucky University

NKU - Faculty Senate Benefits Committee By-Laws

<http://nku.edu/~senate/committees/benefits%20committee/benefitsbylaws.php>

“A. The Faculty Benefits Committee shall review, evaluate, and make recommendations concerning those policies, procedures, and programs related to faculty benefits; in particular those policies dealing with insurance, retirement, salary schedules, academic leaves, summer fellowships, institutional project grants, deferred compensation, the credit union, travel allowance, and reassigned time.

“B. It shall process applications of and make recommendations on candidates for faculty Sabbatical Leaves, Faculty Project Grants, Faculty Summer Fellowships and other programs assigned by the Faculty Senate.”

There is no clear indication of who the Committee will contact regarding faculty benefits.

5) Ohio State University

OSU: Faculty compensation and benefits committee

<http://senate.osu.edu/committees/FCBC/FCBCDuties.pdf>

“Study the adequacy and other attributes of the university's policies and provisions for:

- (1) Salaries, outside professional services and supplemental compensation;
- (2) Retirement benefits, hospitalization and medical insurance and other health benefits, life insurance, other insurance, travel reimbursement, educational benefits, recreational benefits, and other perquisites, benefits, and conditions of faculty employment.”

Further down in this document, it is stated that the associate vice president for human resources or designee shall sit on the Committee and presumably be the contact regarding benefits.

6) Penn State University

PSU: FBC Duties

http://senate.psu.edu/about_senate/committees/fb/fb.html

“The Committee on Faculty Benefits shall investigate and be the faculty's voice on the adequacy and other attributes of the University's provisions for salaries, retirement privileges and benefits, sabbatical leaves, hospitalization and medical insurance, life insurance, other insurance, investment and savings plans, travel reimbursement, educational benefits, recreational benefits, and other perquisites, benefits and conditions of faculty employment. It shall maintain liaison with the Joint Committee on Insurance and Benefits and the Joint Faculty/Administrative Committee to Monitor Travel Policies.”

The following is a list of hits on Faculty Benefits Committee at peer institutions.

7) Albright College

Campus-wide Committees

<http://www.albright.edu/academics/cwc.html>

There is no FBC.

8) Bloomsburg University of Pennsylvania

Faculty Handbook

<http://www.bloomu.edu/documents/campus/FacultyHandbook.pdf>

There is no FBC.

9) Cedar Crest College

Faculty Committees 2011-2012

<http://www.cedarcrest.edu/ca/offices/pdf/Committee%20List%20for%202011-2012.rev.09.19.2011.pdf>

There is no FBC.

10) DeSales University

Faculty Handbook

<http://www.desales.edu/assets/desales/faculty/FacultyHandbook.pdf>

There is no FBC.

11) Dickinson College

Dickenson Gateway

<http://www.dickinson.edu/gateway/>

There is no FBC

12) Elizabethtown College

Faculty Governance Committees

<http://www.etown.edu/offices/provost/governance.aspx>

There is no FBC; however the Personnel Council handles some benefit issues.

“Responsibilities for the Personnel Council shall, as a designee of the Faculty, advise the President on policies and procedures related to the College's administrative structure and functions. Only Personnel Council shall negotiate on behalf of the faculty for leaves, salary increases, fringe benefits, promotion, tenure, professional expectations and other personnel matters related to the professional performance or welfare of the Faculty.”

13) Elon University

Committees of the Faculty: Policies & Procedures

https://www.elon.edu/docs/e-web/academics/facultyhandbook/2011-2012/A019_2011_Sect_2_Chap_12_Committees_of_the_Faculty_Policies_and_Procedures.pdf

There is no FBC.

14) Franklin and Marshall College

Advisory Committee on Fringe Benefits

<https://edisk.fandm.edu/prs/PDFs/BenefitsCommittee.pdf>

“The Advisory Committee on Fringe Benefits is charged with advising the President, the Provost, and the Vice President for Finance and Administration concerning policies and procedures related to College benefit plans. The Committee strives to recommend benefits-related policies

and procedures that will help the College attract and retain well qualified faculty and professional staff, and that will help the College attain its budgetary objectives.”

There is no clear indication of who the Committee will contact regarding faculty benefits.

15) Georgian Court University

Faculty web page

<http://www.georgian.edu/faculty/index.htm>

There appears to be no FBC; however, there is a faculty handbook which is not online.

16) Gettysburg College

Faculty Handbook

<http://www.gettysburg.edu/dotAsset/2990747.pdf>

There appears to be no FBC; however, the Faculty Finance Committee reviews fringe benefits.

“FACULTY FINANCE COMMITTEE shall be composed of three appointed faculty members and the Vice President for Finance & Administration. It shall be the duty of the Faculty Finance Committee: (1) to serve as the faculty voice in the budget-building process; (2) to ensure that academic programs are adequately funded; (3) to make an annual review of the salary and fringe benefit program for faculty; (4) to be the advocate for competitive financial compensation for all faculty members; (5) to elect one committee member to serve as a faculty representative to the Endowment Funds Management Committee of the Board of Trustees; (6) to elect one committee member to serve as a faculty representative to the Fiscal and Personnel Committee of the Board of Trustees.”

There is no clear indication of who the Committee will contact regarding faculty benefits.