COMMITTEE ON FACULTY WELFARE  
Robert Newcomer, PhD, Chair

MINUTES
Thursday, May 26, 2005  
2:00 – 4:00 p.m. / Room S-118

Present: R. Jacobs, T. Juarbe, A. Kahn, B. Ljung, R. Newcomer, B. Siegel, C. Tsourounis

Absent: K. Drasner, B. Ljung, E. Newbrun

Guest: Carol Broderick, Principal Benefits Coordinator

The meeting of the Committee on Faculty Welfare convened at 2:07 p.m. in Room S-118. A quorum was present.

Approval of Minutes
The minutes of the meeting of March 24, 2005 were approved unanimously.

Chair’s Report
None.

UCFW Report – R. Newcomer
None.

Benefits Report – Carol Broderick
Fidelity Transition
C. Broderick provided an update on the transition to Fidelity Investments management of the UC-sponsored defined contribution, 403(b) and 457(b) plans. UCSF will offer a number of informational workshops in May and June of 2005 to facilitate the transition. B. Siegel suggested that trainings be available in webcast format for those who cannot attend the sessions in person.

C. Broderick stated that for a number of reasons, Fidelity management of UC funds is preferable to the current management system that is in place.
Supplemental Disability Insurance

C. Broderick reported that for the first time since 1992, UCSF employees will be able to sign up for supplemental disability insurance during open enrollment. Previously, employees who did not sign up for the plan when they were first hired had to submit a Statement of Health before they could receive coverage. Those employees already enrolled in the supplemental disability insurance plan will also have the opportunity to change their waiting period selections during open enrollment.

R. Newcomer inquired about how Human Resources will notify employees about supplemental disability insurance enrollment. C. Broderick responded that targeted mailings and Human Resources briefings will be sent to employees who are not currently enrolled in the plan. In addition, there will be 10-20 open enrollment meetings in November 2005. B. Siegel suggested that offering personalized benefits reports might help enrollment efforts. R. Newcomer added that department chairs and heads of organized research units (ORUs) should disseminate this information to employees.

Electronic Communications Policy – Maria Faer and Carl Tianen, Department of Information Security Services

Maria Faer and Carl Tianen of the Department of Information Security Services provided an overview of the revised Electronic Communications Policy that the Office of the President will issue in the fall of 2005. The policy revisions are the result of new legal requirements under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and increasing threats posed by viruses and hacking. The following handout includes a summary of this presentation.

The presentation was followed by a question and answer period. B. Siegel asked about ways to improve e-mail confidentiality when communicating with patients. Maria Faer noted that e-mail encryption programs are being utilized and that it may be possible to obtain patient consent to communicate outside secure settings. R. Newcomer and C. Tsourounis inquired about how the new policy will be enforced. Maria Faer responded that among other safeguards, there will be ongoing monitoring as required by law and that patients will have the right to request an accounting of disclosures under HIPPAA. Further questions about the Electronic Communications Policy can be directed to Carl Tianen at 502-1593 or carl.tianen@ucsf.edu.

Old Business

UC Retirement System

A. Kahn reported that the Committee on Faculty Welfare and the Committee on Academic Planning and Budget (APB) have convened a joint subcommittee to examine financing of employer contributions to the UC Retirement System. A. Kahn presented a draft letter from the subcommittee to David Gardner, Chair of APB, that discusses the group’s goals and objectives. A. Kahn asked members of Faculty Welfare to submit any comments they may have on the draft before the next subcommittee meeting on June 2, 2005.

APM Policies Related to Work and Family

C. Tsourounis presented the final report of the Academic Senate Task Force Reviewing the APM Policies Related to Work and Family. The report includes a number of recommendations to improve these policy revisions and has been submitted to the Academic Council for review.
**New Business**
None.

*The meeting adjourned at 4:05 p.m.*

**Meeting Attendance Record**

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