

MINUTES

Employee Benefits Committee

September 22, 2025

2:00 p.m.

<https://virginiatech.zoom.us/j/85662858367>

Present: Teresa Lyons (presiding), Diane Agud, Juliet Dadras, Lacey Doyle, Rodney Gaines, Jennifer Jones, GQ Lu, Kirsti Moose-McConkey, Leisa Shelor, and Christine Smith.

Absent with Notice: Mary Sullivan.

Absent: Jessica Crawford, Amanda Frazee, Tamarah Smith, and Jeff Walling.

Guests: Kari Evans

Teresa Lyons called the meeting to order at 2:00 p.m. A quorum was not present until 2:03 p.m. This being the first meeting of the session, Teresa reviewed the committee's charge.

CHARGE: To recommend policies and to advise the university administration in matters relating to employee benefits.

1. Discussion Items

- The Committee met to review and establish new goals for the upcoming year, focusing on enhancing employee awareness of health insurance programs, improving communication about legal resources and AFLAC supplemental insurance, and exploring long-term care benefits. The group discussed various employee benefits including tuition assistance, flex dollars, and legal resources, agreeing that better marketing and communication was needed to inform employees about available resources and tax implications. The committee explored strategies to increase benefit awareness across campus, including newsletter distribution, faculty meetings, and virtual options for remote employees, while also addressing concerns about email fraud and authorized providers.
 - Compile a list of benefits topics to highlight based on feedback from committee members and their constituents.
 - Explore ways to better market existing benefits to employees, including how to help employees understand the tuition benefit policy and its tax implications.
 - Consider creating FAQs or supplemental resource pages about benefits policies, particularly the tuition benefit.
 - Explore adding benefits information to existing communication channels like the Hokie Wellness newsletter and the Provost's Monday newsletter.
 - Consider organizing on-campus benefit information tables at various locations where faculty and staff circulate, with representatives from benefit providers present. This should include virtual options for remote employees.

2. Announcements

- The next committee meeting is scheduled for Monday, November 17, 2025, at 2:00 p.m.

3. Adjournment

There being no further business, the meeting was adjourned at 2:36 p.m.