

STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

STAFF CONGRESS MEETING
***506 Administrative Center**
April 14, 1988 1 p.m.

- I. Call to Order
- II. Approval of March 17, 1988 minutes
- III. President's Report
 - 1) S.A.C.S. visit
- IV. Vice-President's Report
- V. Committee Reports
 - 1) Benefits - Margaret Groeschen
 - 2) Constitution & Bylaws - Mary Huening
 - 3) Credentials & Elections - Marjorie Scheller
 - 4) Policies - Janet Krebs
 - 5) Liaison - Rosanne Rawe
 - a) Newsletter
- VI. Ad Hoc Committees
 - 1) University Lobby Committee - Virginia Stallings
 - 2) Food Service Advisory Committee - Peg Goodrich/Ron Rieger
 - 3) Salary Administration Policy- Janet Krebs
 - 4) Past-Present President Review Committee - Janet Krebs
 - 5) Emergency/Evacuation Committee - Donna Gosney
 - 6) Health Insurance and Flexible Benefits - Diane V. Hunley
 - 7) Scholarships - Mary Wilson
- VII. Old Business
- VIII. New Business
- IX. Adjournment

NOTE: Minutes will be distributed at the meeting in AC 506

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MINUTES

April 14, 1988

MEMBERS PRESENT: Peg Goodrich, Donna Gosney, Marilyn Gosney, Margaret Greoschen, Lisa Hart, Mary Huening, Diane Hunley, Jeanne Holtz, Janet Krebs, Don McKenzie, LaVerne Mulligan, Rosanne Rawe, Marilyn Reis, Ron Rieger, Sue Roth, Rocke Saccone, Marjorie Scheller, Jack Straus, Nancy Trimbur, Mary Wilson, and Mike Hickman as ex-officio

MEMBERS ABSENT: Jackie Baker, Carla Behymer, Shirley Garrett, Joe Gimpel, Pat Harrington, Bonnie Mullikin, Ruth Saccone, Virginia Stallings, Phil Webb, and Jim Wilson

I. The April meeting of the Staff Congress meeting was called to order by President Don McKenzie at 1:08 p.m. in room 722 of the Administrative Center.

II. President McKenzie asked for approval of the March 17, 1988 minutes. There were no additions or deletions; the motion was approved.

III. PRESIDENTS REPORT - Don McKenzie

SACS - Don stated as President of Staff Congress he had the opportunity to meet the members of the team while they were visiting our campus. As the University surmised, the SACS team found many of the same weakness they had outlined in their report. There were some additional items the SACS team thought the University need to work on. They stated both libraries needed some attention, planning in the evaluation process, and a comprehensive safety plan which we should find of interest. Don stated that it fell right along with Congress' Emergency Evacuation Plan.

One other item Don brought to everyone's attention was as of today there were no applicants for the A. D. Albright or the Staff Congress Scholarships. The deadline was April 22, but in past years applications were still accepted past that date. Don asked that everyone pass the word around to all employees.

IV. VICE PRESIDENTS REPORT - Diane Hunley

Diane reported that in Don's absence at the Chairs meeting on April 5, one of the questions asked of Diane was the status of the Smoking/Non-Smoking Policy? She felt she was asked this because she is a member of the Policy committee and Janet Krebs who is Chair of the committee was absent at the Chairs meeting.

Diane stated to her knowledge the Policies Committee had not met and acted upon the charge given them at the December 1987, Staff Congress meeting.

The Chair members present felt that something should be done, that an ad hoc committee should be formed to review the smoking policy and a recommendation as to how Staff Congress feels should be handed forth.

Diane went on to state that she had discussed all of this with President McKenzie and received permission to form an ad hoc committee. She then asked for volunteers. They are as follows: LaVerne Mulligan, Lisa Hart, Janet Krebs, Jack Straus and Diane.

Another item that was brought forth at the Chair meeting was that the different committees should submit a list of accomplishments as well as a list of items that needed to be turned over to the New Committee Chairs at the July meeting. President McKenzie felt such a list needed to be completed and turned into him by the May 3 Chair Meeting. President McKenzie stated that this had been done last year and it was really helpful when this Congress took charge.

Lastly Diane mentioned that Margaret Groeschen had brought up an item of interest. She turned the floor over to Margaret.

Margaret explained she had seen a film, "Meetings Bloody Meetings" which she thought would be of interest to everyone present at the joint meeting of old and new members in July. She felt that everyone could benefit on how to prepare and/or conduct a meeting. President McKenzie asked if she would look into getting the film and setting everything up for the July meeting in the University Center Ballroom.

Diane stated she had nothing further to report.

V. COMMITTEES

BENEFITS- Margaret Groeschen

She just wanted to add a bit of information to what was said at last months meeting about the benefits survey. She said that Gary Graff, Institutional Research had been in contact with her with a few suggestions. The committee met and incorporated the suggestions into the Survey. She also received a memo from Mike Hickman stating that he would help in any way he could as far as getting the survey out to the staff. Margaret apologized for not working on the survey as much as she should have, but she has been tied up with the Health Insurance and Flexible Benefits Committee of which she is also a member. She did state that she needed to schedule one more meeting of the Benefit Committee before she left to have her baby.

CONSTITUTION AND BY-LAWS - No report.

CREDENTIALS AND ELECTRONS - Marjorie Scheller

Marjorie stated that she just posted the latest nominations in the University Center Lobby. She told everyone that all nominations close April 20 and must be received in her office by 4:30 p.m. the 22nd of April. She went on to tell everyone how the nominations were filling up and what categories were still in need of someone being nominated. Marjorie stated the committee will meet on April 28th with voting ballots coming out May 2nd along with a brief bio of each nominee.

POLICIES - No report - Janet Krebs

LIAISON - Rosanne Rawe

Rosanne stated she was in need of a question for the "Sound Off" section. If she received several she will get them all in the newsletter as soon as she can. She stated if anyone wanted a mini survey, using the "Sound Off" section of the newsletter was the way to do it.

Peg Goodrich, SC/FS secretary asked what should be done this summer with newsletter. She sends copies to both faculty and staff. This summer there will be cost effective to continue mailing them a copy. It was decided all faculty would be asked if they wanted to be placed on a summer mailing list. Those who say yes will receive the newsletter that will be a savings in several ways.

President McKenzie complemented Rosanne on a job well done. Others joined in on the compliment.

VI. AD HOC COMMITTEES

UNIVERSITY LOBBY COMMITTEE - Virginia Stallings
No report.

FOOD SERVICES ADVISORY COMMITTEE - Ron Roger/Peg Goodrich
Ron stated the committee will meet one more time.

SALARY ADMINISTRATION POLICY - Janet Krebs

Janet stated that they had not met and asked Mike Hickman if they were going to meet soon.

Mr. Hickman stated that the committee had finished their work and that the recommendation had been received. He said the only thing that had to be done was get a personal services contract and send out the specifications. He said he was waiting for approval of the 88-89 budget before doing anything.

PAST/PRESENT PRESIDENT REVIEW COMMITTEE - Janet Krebs/Don McKenzie

Don reported that there was a 42% return on the survey that was sent out by the committee. He said the next step was to compile all the comments and list the groupings along with the other information collected then take the information to Administration.

EMERGENCY/EVACUATION COMMITTEE - Donna Gosney
No report.

HEALTH INSURANCE FLEXIBLE BENEFITS - Diane Hunley

Diane turned the floor over to Margaret Groeschen. She stated that they (the committee) has seen presentations given by several companies who can offer the University a package deal ie. a major indemnity plan, an HMO, and dental plan. Companies offering viable plans were Prudential, Lincoln

National with Peak, Blue Cross/Blue Shield, Choice Care and Maxi Care of Kentucky. It was asked why were they looking at dental insurance, were we going to lose it? Mr. Hickman said "no", that was the least of the Universities worries when it came to health care issues. He stated the University would not accept a package with anything less than what we already have. That does not mean one item within the package might not be different. The decision will have to be made by next week Mike stated that both faculty and staff on this committee have really done an excellent job on assimilating all the information they were given. He went on to say open enrollment was the first part of May.

The question was raised "Could we loose our policy like the state workers did last year?" Mike stated we were not considered state workers when it came to benefits.

SCHOLARSHIP - Mary Wilson

No report.

PICNIC COMMITTEE - Margaret Groeschen

Margaret asked for a show of hands in favor of "An Evening at the Beach". Margaret was asked for a clarification of the annual Faculty/Staff Picnic. Margaret stated that for all intents the F/S Picnic was cancelled until the spring of 1989 when faculty would be able to participate. The Presidents Picnic on the Plaza will still be given.

OLD BUSINESS - None

NEW BUSINESS - Marjorie Scheller. One of her constituents approached her and asked that this information be brought before staff congress. She asked if as a added incentive could President Boothe give everyone a shopping day to help off set the low salary raise or perhaps let us have Christmas Eve off or perhaps 1/2 day on Good Friday. President McKenzie had the information turned over to committee.

Janet Krebs - Stated that there was a new organizational chart approved by the Board of Regents last July(1987). She felt with elections coming up that a category would be left out. This is General Administration. This category falls directly under the President without a change in our by-laws we would be restricting some people from running for Staff Congress.

Janet also suggested that while the Constitution and By-Laws Committee was looking into making a category just for the University College Staff as we (S.C.) did for Physical Plant. This was passed to Constitution and By-Laws Committee

There was no other new business. The meeting adjourned at 2:10 p.m.