

STAFF CONGRESS MEETING

AGENDA

Thursday, March 9, 1995

UNIVERSITY CENTER 108

Meeting at 1 pm

- I. Call to Order
- II. Approval of February 9, 1995 minutes. (Previously sent)
- III. Food Service Presentation - Ken Ramey
- IV. President's Report - Chuck Pettit *Com to look into Winter Commencement*
- V. President Elect's Report - Claire Newman
- VI. Standing Committee Reports:
 - A. Benefits - Cheryl Torline
 - B. Constitution & Bylaws - Glen Strausbaugh
 - C. Credentials & Election - Diana Schneider
 - D. Liaison - Shirley Welitzkin
 - E. Policies - Claire Newman
 - F. Salary & Budget - Linda Wright *Health Ins Prem and. \$10,000*
- VII. AdHoc Committee Assignments
 - A. Food Service Advisory - Mary Chesnut/Carolyn Walsh
 - B. Health Utilization - Cheryl Torline/Peg Adams
 - C. Naming Committee - Shirley Welitzkin
 - D. Transportation - Chuck Pettit
 - E. Salary Policy Review Task Force - Pettit/Daugherty
 - F. Flextime Policy - Doug Childs
 - G. Staff Support Program - Diana Schneider
 - H. Procedures for OAAMA - Mary Chesnut
 - I. Supervisor Training Policy - Cheryl Bloomer
- VIII. Old Business
- IX. New Business *Chairperson proced*
- X. Announcements *March 23 - Learnfest Comm. Ed.*
- XI. Closed Session
- XII. Adjournment

STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

STAFF CONGRESS MINUTES

March 9, 1995

University Center 108

Members Present: Cheryl Bloomer, Lisa Brewer, Terri Bridewell, Mary Chesnut, Doug Childs, Barb Culp, Wilma Daugherty, Katrina Deck, Donna Gosney, Nancy Hands, Gail Jewell, Janet Krebs, Pat Lindsay, Claire Newman, Chuck Pettit, Audrey Riffe, Barb Scheben, Diana Schneider, Elaine Shafer, Jay Stevens, Glenn Strausbaugh, Allen Thomas, Jr., Cheryl Torline, Peggy Vater, Carolyn Walsh, Shirley Welitzkin, Linda Wright **Members Absent:** Peg Adams, Ruth Enzweiler, Chuck Harmon, Marilyn Henderson, Lorrie Kohli, Charlene Schweitzer, Annette Simpson, Marilyn Siry.

Liaison: Margo Ferrante **Office Secretary:** Peg Goodrich

Guest: Ken Ramey, Director of Business Services.

- I. Call to order - The meeting was called to order at 1:05 p.m. with a quorum present.
- II. Minutes of the February 9, 1995 meeting were approved, with the addition of the following from the Budget Committee report: met with the Budget Office and reviewed the discretionary fund balance allocations for 94/95 FY, distributed a proposal concerning the approximately 10% health insurance premium savings, recommended that the staff portion of these savings be used to subsidize future health insurance premiums or to start up the employee assistance program. The new funding model is still under discussion in Frankfort. Hopefully Kentucky universities could be brought up to the average balance of funding of the southern state universities. On-campus housing is still being subsidized-occupancy needs to be encouraged. Ceramics Building has been approved and groundbreaking is scheduled for Spring.
- III. President's Report - Janet Krebs and Jay Stevens were both welcomed back to Staff Congress, taking the place of two retirees. Chuck introduced Ken Ramey who provided us with the background of PFM and information about Food Service proposals. 9 firms expressed interest at the pre-bid meeting and by the deadline of March 31, probably 4 or 5 will be represented. Student Government was contacted for their response. Major renovations are expected when this program gets started. 3 students, Faculty and Staff Congress member, Mr. Ramey and a Student Affairs representative will review the proposals.
Chuck presented a resolution concerning Winter Commencement stating that SC supports a task force to look into the feasibility of holding this event. This was voted upon and passed unanimously.
Scholarship Committee was appointed consisting of Chairperson-Mary Chesnut, Glenn Strausbaugh, Ruth Enzweiler, Sandy Cunningham, Penny Parsons and student Dana Fry.

Budget hearings were recently held. The pool for increases is 3% this year. Enrollment is down, but the picture is not that good. At the executive meeting with Carla, Chuck inquired about the Ky Health Care Plan. Not much to report - no monetary figures yet and no carriers. Standards have been set and we should know more details by June. After Spring Break Chuck will submit to Carla an update on our goals.

IV. President Elect - No report.

Benefits -will probably wait for the new HRS system to collect data concerning tuition waiver usage.

Constitution & By-Laws - No report.

Credentials & Elections - No report.

Liaison - No report.

Policy - Ad Hoc committees plus Policy Committee got together and discussed how well each committee was working. Flex-time committee was making progress, Although Supervisory training was a bit frustrated, as well as the Employee Assistance committee.

Salary & Budget - Attempted to secure from the Budget Office more information about the 10% savings from health care premium savings. Savings seems to have been absorbed into the General Fund. It was suggested SC submit a proposal and Budget Office will review it. We need to agree on a specific use for the \$10,000 that the Budget Office feels was our savings. After lengthy discussion several uses were proposed and voted upon. 1) to reduce rates for health insurance premiums for staff members; 2) salary pool for staff; 3) Employee Assistance program start-up; 4) Purchase equipment for the Wellness Center, and 5) lower parking fees. 1) received 10 votes, 2) 0, 3) 4, 4) 7, and 5) 2. Motion made to use savings funds to reduce staff health insurance premiums and in the event premiums would be lower than we expect, usage of this savings would be directed to the Wellness Center. The vote was 20 in favor of the motion, 2 against and 3 abstaining. Proposal reflecting our wishes will be sent to the Budget Office.

Ad Hoc Committees

Food Service Advisory Some staff suggestions have been implemented in the cafeteria.

Health Utilization - No report.

Naming Committee - No report.

Transportation - No report.

Salary Policy Review Task Force Continuing work and information is being sent to the President.

Flextime - They need input and comments from SC members concerning their update of last month.

Employee Assistance Program - A revised draft was distributed to each member with suggestions as to how this program could be started. Input from members is solicited before they meet again with Personnel.

Procedures for OAAMA No report.

Supervisor Training They will review feedback from supervisors at various levels and outside concerns and meet with Personnel to discuss implementation of this program.

VI. Old Business - None

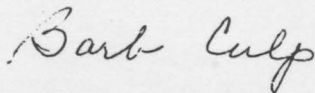
VII. New Business - None

VIII. Announcements Community Education Dept. will have a "LearnFest" Open House from 6:00 to 8:00 on March 23 in Hankins Hall on the Covington campus. Tomorrow is "Black and Gold" day to show support for the Mens basketball team in their quest for GLVC championship.

Closed Session - SC did not go into closed session.

X. Adjournment - There being no further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barb Culp".

Barb Culp, Secretary