
STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

STAFF CONGRESS MEETING

Thursday, December 10, 1998

Luncheon AT 12 noon

Meeting follows @ 1 p.m.

U. C. BALLROOM

AGENDA

- I. Call to Order
- II. Approval of November 13, 1998 minutes
- III. President's Report - Claire Newman
- IV. President Elect's Report - Audrey Riffe
- V. Staff Regent Report - Martha Malloy
- VI. Committee Reports:
 - A. Benefits - Royleen Seibert
 - B. Constitution & Bylaws - Glenn Strausbaugh
 - C. Credentials & Elections -Diana Schneider
 - D. Liaison - Debbie Billiter/Gena Grigson
 - E. Policies - Carolyn Walsh
 - F. Salary & Budget - Ron RiegerVoting Item: Budget Concerns (See enclosed)
- VII. Subcommittees
 - A. Food Service Advisory - Chuck Harmon/J.B. Losey
 - B. Health Utilization - Peg Adams
 - C. Naming Committee - Barry Cole
 - D. Transportation - Linda Parks
- VIII. Old Business
- IX. New Business
- X. Announcements
- XI. Closed Session
- XII. Adjournment

STAFF CONGRESS MINUTES

December 10, 1998

UC Ballroom

Members Present: Peg Adams, Beverly Beck, Debbie Billiter, Judy Birkenhauer,, Gina Bray, Judy Brueggen, Barry Cole, Peggy DeJaco, Ruth Enzweiler, Gena Grigson, Janice Hankla, Chuck Harmon, Jackie Haubner, Clark Kyle, Pat Lindsay, J. B. Losey, Shannon Mundy, Robert Neely, Claire Newman, Linda Parks, Janice Rachford, Rosanne Rawe, Ron Rieger, Audrey Riffe, Diana Schneider, Charlene Schweitzer, Royleen Seibert, Elaine Shafer, Marilyn Siry, Dan Snow, Glen Strausbaugh, Allen Thomas, Jr., Peggy Vater, Carolyn Walsh

Members Absent: Gail Goedel, Carolyn Walsh

V.P. Admin: Mike Baker **Liaison and Staff Regent:** Martha Malloy

Office Secretary: Peg Goodrich **Visitor:** Laura Ludwig, Work Study

Call to Order - The meeting was called to order at 1:02 p.m.

Minutes: - The minutes of the November 13 meeting were approved with one correction.

President's Report:

Welcome back to Peg Goodrich!

Congratulations to Martha Malloy on her appointment as the new Human Resources Director.

Thanks to all who attended the Town Hall Meetings. Suggestion boxes will soon be placed around campus and staff members are encouraged to use them for their concerns or ideas or email them to Mike Baker.

President Elect's Report:

Reported on the Staff Satisfaction and Effectiveness Committee. A survey will be distributed in January. Everyone is encouraged to complete the form which will include their "likes and dislikes" about NKU. Looking at the orientation process. The committee will make suggestions for dramatic improvements.

Staff Regent's Report:

Routine business was conducted at last week's Board Meeting. Gerald Hunter gave the budget presentation similar to the one for Staff Congress members. She thanked everyone who has been supportive of her new appointment and is looking forward to the challenge

Standing Committee Reports:

- A. *Benefits* – Interaction with the Faculty groups.
- B. *Constitution and Bylaws* – No report
- C. *Credentials and Elections* – No report
- D. *Liaison* – No report
- E. *Policies* – Redbook is on line.
- F. *Salary and Budget* – Met on November 23 with Mike Baker. He asked for a Staff Congress Budget Priorities Recommendation which is as follows:

1. In an effort to support faculty/staff excellence, provide pool increase for full-time and part-time staff, at the very least, equal to the average increase in the cost of living. When the salary pool increase is distributed as:
 - a. equal 50/50 merit/market
 - b. 75/25
 - c. 60/40
 - d. all merit, not market
2. Provide a benefits package including health, life, and dental insurance and the Wellness Program at a level of quality no lower than the package existing in 1998-1999, without an increase in the employee contribution.
3. Training and staff development
4. Library resources
5. Family tuition waiver

In voting on Item 1 above, Option A received 31 votes, and Option C received 2 votes. Linda Parks moved and Clark Kyle seconded the motion that the Budget Priorities Recommendation for the 1999-2000 fiscal year be accepted as amended. Motion carried.

Subcommittees:

- A. *Food Service* – No report
- B. *Health Utilization* – PacifiCare is on campus today and tomorrow in AC Room 722. Everyone should have their health card on time. Some employees have not yet returned their health care information.
- C. *Naming Committee* – No report
- D. *Transportation* – Construction on the parking garage is to begin in February. When it is completed in October, the parking fee will be 50 cents. Traffic flow is being studied in preparation for the construction of the new science center.

Old Business:

None

New Business:

Benefits Committee and Salary & Budget Committee are being combined. More on this at the next meeting.

Announcements:

A reminder about President and Mrs. Votruba's Holiday Reception.

A reminder about the Dance tomorrow night for all faculty and staff. The event will be held from 8:00 – 11:30 p.m. at the Ft. Thomas Community Center. A \$5 donation includes soft drinks, snacks, door prizes and music. The proceeds go to the NKU Benevolent Association.

Mid-term evaluations should have been conducted in October. Official Performance Evaluations should take place in April.

Royleen Seibert reported on the Supervisory Training event on December 10. An excellent program where "perpetual learning" and "pay for performance" were emphasized.

Closed Session – Staff Congress went into closed session.

Adjournment – The meeting was adjourned at 2 p.m.

Respectfully submitted,

J. B. Losey, Secretary

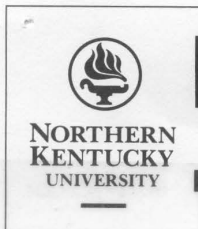
STAFF CONGRESS

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**STAFF CONGRESS
BUDGET PRIORITIES RECOMMENDATION
FOR THE 1999-2000 FISCAL YEAR**

VOTING ITEM

- 1) In an effort to support faculty/staff excellence, provide a salary pool increase for full-time and part-time staff, at the very least, equal to the average increase in the cost of living. When the salary pool increase is distributed an.....
 1. equal 50/50 merit/market
 2. 75/25
 3. 60/40
 4. all merit, not market
- 2) Provide a benefits package including health, life, and dental insurance and the Wellness Program at a level of quality no lower than the package existing in 1998-1999, without an increase in the employee contribution.
- 3) Training and staff development
- 4) Library Resources
- 5) Family Tuition Waiver



Faculty Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

BUDGET PRIORITIES RECOMMENDATION FOR THE 1999-2000 FISCAL YEAR

PREAMBLE:

In cooperation with the new strategic planning initiatives proposed by President Votruba, and within the spirit of collegial governance, the Budget and Commonwealth Affairs Committee of the Faculty Senate expresses a willingness to participate in the budget planning process once it is formalized. Until then the Budget and Commonwealth Affairs committee submits its budget priorities for the coming fiscal year as enumerated below. In order to achieve the goals set forth in these budget priorities and better to support teaching at NKU, we recommend that a greater percentage of the university budget be allocated to academic functions with a corresponding decrease in the percentage of university budget allocated to non-academic functions.

- ✓ 1. In an effort to support faculty/staff excellence, provide a salary pool increase for full-time faculty, part-time faculty, temporary lecturer positions and staff, at the very least, equal to the average increase in the cost of living. When this salary pool increase is distributed to the colleges implement the following recommendation approved by the full Faculty Senate (May 97): "The faculty salary raise pool should be allocated to the Colleges as a percentage of their base adjusted to equal the College with the highest CUPA (or equivalent)." See attached example.
- ✓ 2. Provide a benefits package including health, life, and dental insurance and the Wellness Program at a level of quality no lower than the package existing in 1998-1999, without an increase in the employee contribution.
3. Increase the number of full-time faculty and support staff in the academic departments and in the library to reduce reliance on part-time faculty to levels recommended by SACS and other accrediting agencies. Such increases should be based on previous planning efforts that occurred at appropriate academic units.
4. Increase operating budgets of the academic units by 6% to accommodate past gains in enrollment.
5. Increase the funding level for the NKU libraries to develop a core collection of books, periodicals, and electronic resources supporting teaching and research.
6. Substantially increase funding for Faculty Development Programs (i.e., summer fellowships, project grants, and sabbaticals).
7. Provide funds to extend the faculty/staff tuition waiver to include immediate family members of faculty/staff.
8. Support programs and initiatives leading to improved teaching, improved evaluation of teaching, and greater professional development in teaching as suggested in the 1997 report submitted to the Faculty Senate by the Student Evaluation Task.