

Staff Congress Meeting
May 8, 1986

1 P.M. University Center Ballroom

- I. Call to Order
- II. Minutes of April 10, 1986 Meeting
- III. Executive Committee Report
- IV. Committee Reports
 - Policy
 - Benefits
 - Finance
 - Credentials and Elections
 - Constitution and Bylaws
 - Liaison
 - Scholarship
 - Picnic
 - SACS
- V. Old Business
- VI. New Business
- VII. Adjournment

STAFF CONGRESS

STAFF CONGRESS MINUTES
May 8, 1986

Members Present: Jackie Baker, Carla Behymer, Sarah Coburn, David Cover, Sonda Cummins, Kathy Dawn, Don Gammon, Shirley Garrett, Donna Gosney, Diane Hunley, Russ Kerdolff, Janet Krebs, Don McKenzie, Darlene Miller, Mitch Mullins, Pat Coleman Mullins, Shirley Raleigh, Ron Rieger, Ruth Saccone, Marjorie Scheller, Sharon Taylor, James Wilson, Lisa Boehne

Members Absent: Margaret Burlew, Cindy Cook, Paul Ellis, Jack Geiger, Joe Gimpel, Margaret Groeschen, Kathy Lyon, Michael Martin, Greg Muench, Nancy Utz

Guests: Nancy Pierce, ex-officio, Peg Goodrich, Secretary

I. Call to Order

President Janet Krebs called the May meeting of Staff Congress to order at 1:12 p.m. A quorum was present.

II. The minutes from the April 10, 1986, Staff Congress meeting were approved as written. The motion for approval was made by Ron Rieger and seconded by Pat Mullins. The motion passed unanimously.

III. Executive Committee Reports

A. President's Report - Janet Krebs

President Krebs introduced Nancy Pierce to the membership. Nancy will be serving as interim director of Personnel Services, and as such, will be acting as Staff Congress liaison. Nancy is presently Director of Financial and Operations Auditing for the University. She is anticipating a 3-6 month term in Personnel.

President Krebs asked if everyone received their copies of the Staff Congress Constitution and By-laws, membership list, and committee assignment sheet.

There are still two representative vacancies on Staff Congress. The vacancies are in Service and Maintenance and Physical Plant. It was suggested that Physical Plant Administration become involved to look into the problems of their employees feeling they don't have time to serve. President Krebs will discuss the matter with Dr. Scholes during the next Executive Committee meeting.

III. Executive Committee Reports

President Krebs reported on the Executive Committee's meeting with Dr. Scholes. The main topic was the health care program. Dr. Scholes was meeting with the State Director of Personnel. Dr. Scholes assured us that money had been budgeted to continue the University's Blue Cross and Blue Shield coverage for the coming year. There will be five HMOs offered. We also talked about the emergency sick leave bank. There are some problems with this proposal.

B. Secretary/Treasurer's Report - Darlene Miller

There are two changes in the schedule of meetings for the summer. The June 12 and August 14 meetings have been changed from Landrum 203 to Landrum 110, the first floor auditorium.

IV. Committee Reports

A. Policy Committee - Diane Hunley

No report.

B. Benefits Committee - Don Gammon

Don and Dale Adams met with Dr. Scholes on Friday, 2, 1986, regarding the Emergency Sick Leave Bank proposal. Dale was included because he chaired the committee last year which did much of the work on developing the policy. The proposal was first made to the University's administration, who passed it on to Faculty Senate for their input. Faculty Senate concluded that the policy did not affect the majority of the faculty and thus, they were not concerned with adopting the policy. The proposal was then returned to the Vice President's office. Dr. Scholes said there were a few areas that needed further examination. One of these was the potential liability of people serving on the committee who would determine whether or not an employee would receive these sick days. The other problem deals with potential vacation liability between employees and recording of the same. Dr. Scholes proposed that we look at the policy again and consider some alternatives. One of these would be another source of funding for the employee off work because of illness. This would involve some type of short-term disability. Nancy Pierce will be working with the committee on resolving these issues. Dr. Scholes has pledged the administration's cooperation with the aim of having a policy in operation by the Fall, 1986. Costs and liability of the program are being questioned.

Don has met with the committee dealing with the offering of HMOs on campus. Five HMOs have qualified to present proposals on campus. Funding is a major concern. All the HMOs are within the \$95 the University has presently set aside for health care. Don then discussed the state health care plan proposal and its possible effects on the HMO issue.

Mitch Mullins suggested that Staff Congress pass a resolution involving setting a guaranteed figure of \$95.40 per employee for health care to be paid by the University. A discussion ensued and several issues and alternatives were discussed. Don Gammon made a motion that the University guarantee the sum of \$95.40 per month for each eligible individual employee to be used to

IV. Committee Reports

B. Benefits Committee

cover the cost of a health care plan of the employee's choice for the term of July 1, 1986 - June 30, 1987 or until a cafeteria benefits plan goes into effect (see attached resolution). Pat Mullins seconded the motion. The motion passed 20 for, 2 against.

C. Finance Committee - Kathy Dawn

The balance on hand is \$526.66. The committee is preparing a proposal for Congress regarding record keeping of the budget and sign-off privileges.

D. Credentials and Elections - Marjorie Scheller

No report

E. Constitution and By-Laws Committee - Pat Mullins

Everyone please look over the revisions and if you have any suggestions or questions contact Pat.

F. Liasion -

No report.

G. Staff Congress Scholarship Committee - David Cover

There will be a meeting on Friday, May 3, to screen the applicants and personal interviews will be set up next week.

H. Faculty/Staff Picnic Committee - Darlene Miller

The committee has been formed and an organizational meeting has been held. There are faculty serving on the committee and Tom Cate was elected chair. The picnic will be at Marydale, on Sunday, September 14.

I. SACS Committee - Kathy Dawn

Work is in progress setting objectives and guidelines for committees.

V. Old Business

None

VI. New Business

President Krebs presented a resolution being offered by Faculty Senate to the Administration regarding the creation of a University-wide committee that would include members of Faculty, Staff, Administration, and Student Government and would study and offer recommendations on problems facing the University. Faculty Senate is asking for our endorsement of their resolution. Dr. Boothe is supporting this effort. A discussion ensued and the following resolution was offered.

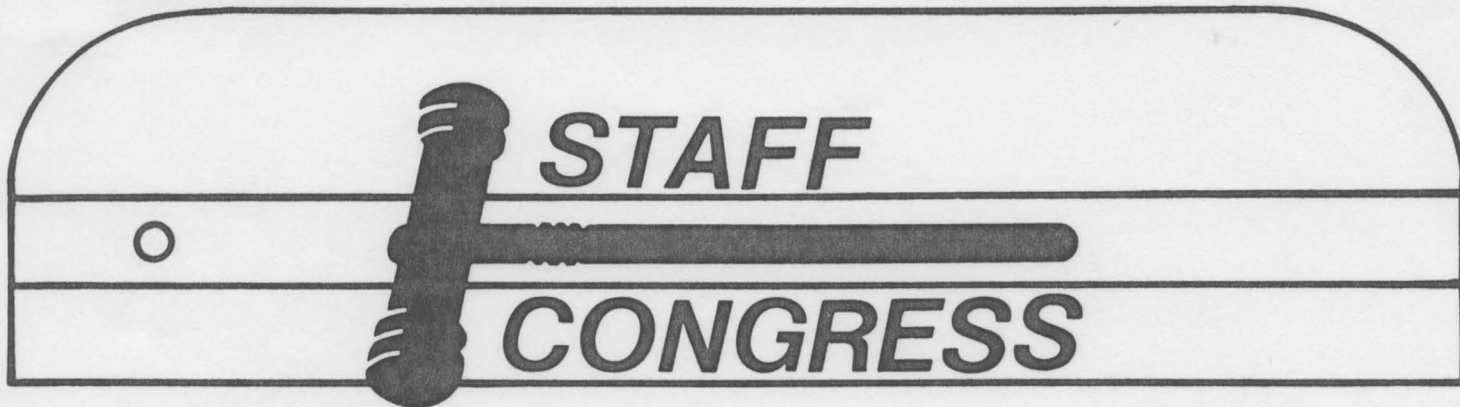
VI. New Business

Lisa Boehne made a motion that we adapt the resolution to better suit our purpose of guaranteeing our representation. Staff Congress recommends that if such committee is established, that the membership consist of equal representation from Staff Congress, Faculty Senate, Student Government and the Administration of the University. Pat Mullins seconded the motion. The motion passed with 17 for, 4 against.

(This motion was not passed on because Faculty Senate did not pass the original resolution.) We endorsed their original resolution with the above mentioned provision.

The University is involved in developing a smoking policy for the campus.

VII. Don Gammon made a motion that we adjourn. Kathy Dawn seconded. The motion passed unanimously. The meeting was adjourned at 2:30 p.m.



May 14, 1986

To: Dr. Gene Scholes
Vice President

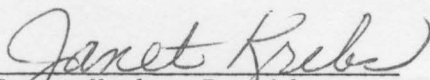
From: Members
Executive Council of Staff Congress

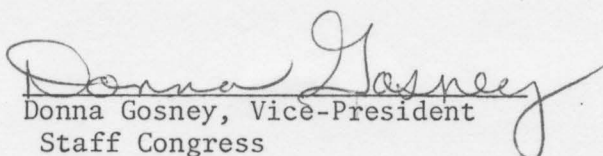
Re: Employee Benefits

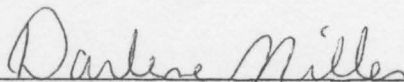
The following resolution was approved by the membership of Staff Congress at the May 8, 1986, meeting:

The membership of Staff Congress requests that the University guarantee the sum of \$95.40 per month for each eligible individual employee (member of a single or family plan health coverage) to be used to cover the cost of a health care plan of the employee's choice for the term beginning July 1, 1986, and ending June 30, 1987, or until a cafeteria benefits plan becomes effective, whichever occurs first.

Addendum: The above resolution was passed before the additional information concerning the future of health care programs at Northern Kentucky University was released.


Janet Krebs, President
Staff Congress


Donna Gosney, Vice-President
Staff Congress


Darlene Miller, Secretary/Treasurer
Staff Congress

MEMORANDUM

DRAFT

TO: All University Employees
FROM: Nancy Pierce, Director of Personnel
DATE: May 13, 1986
RE: 1986-87 Health Insurance Plan

The purpose of this memo is to inform you of the status of negotiations for health care coverage for the 1986-87 fiscal year. As you may know, we were at one time considering the possibility of being added to the State of Kentucky plan for health care. This could have saved a substantial amount in benefit costs; however, the State did not allow us to join their plan. Thus, we will continue to provide Blue Cross/Blue Shield coverage under our own contract.

In addition to the plan with Blue Cross/Blue Shield, you will have an option to purchase one of five Health Maintenance Organization Plans (HMOs). You will, therefore, need to make a decision about whether to continue your health care benefits with Blue Cross/Blue Shield or to go with one of the HMOs. To assist you in making that decision, we will be sending you pertinent information within the next few days. This information will be coming to your home address. In addition, within the next two weeks, we will have representatives on campus, one from each HMO, at designated times. Any specific questions you may have can be addressed at that time.

Your decision regarding the choice of plans for the coming year must be made by May 30, 1986. You will have another chance to change your selection of coverage next year. I know this is a short time period in which to make the decision for the coming year; however, you will be able to change your selection of coverage next year. The delays and problems in getting into the State plan have caused us to move this process back and have resulted in an overall delay in getting these plans implemented. I appreciate your cooperation during these next few weeks as we go through this stage of benefits program selection.

If you have any questions, please call me at X6383, Barb Herald at X6387, or Diane Hunley at X5202.

5 HMO's 2 - 104/05

C-186, 9/20/86

Mr. David B. 11126

2 - Mr. 11126

1 - Mr. 11126

1 - Mr. 11126

1 - Mr. 11126

1 - Mr. 11126

1 - Mr. 11126

MEMORANDUM

TO: Ms. Janet Krebs
Ms. Donna Gosney
✓ Ms. Darlene Miller

DATE: May 16, 1986

In response to the May 8 resolution of Staff Congress, I am most pleased to inform you that the spirit of your resolution with regard to health care coverage has been accepted.

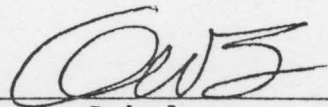
President Boothe has approved a recommendation to continue our current insurance coverage with Blue Cross/Blue Shield with some additional cost containment provisions. The University will pay the full cost for single coverage under Blue Cross/Blue Shield. In addition, we will offer five HMOs. The cost for all the HMOs came in below or within \$1 of Blue Cross/Blue Shield; thus, the University will pay for full coverage on all single plans.

If an individual opts for family coverage with one of the HMOs, the University will apply the savings toward his/her family plan. If a single plan employee opts for one of the HMOs, the savings will be put into a reserve fund for future implementation of a cafeteria benefits program.

Of particular importance is the enrollment period. If an employee is not ready to make his/her decision by May 30 to receive coverage on July 1, he can opt by August 31 to receive coverage on October 1. This allows the employee two opportunities to enroll--one between now and May 30, and one between now and August 31.

A packet of information, with explanatory cover letter from Ms. Pierce, will be mailed out today to each employee of the University eligible for health care coverage. This will help clear up any existing confusion regarding the health care coverage and will aid the employees in making their decision.

Thank you for your cooperation and patience during this period of negotiations for health care coverage.



Gene W. Scholes

GWS/csc

cc: President Leon E. Boothe
Ms. Nancy Pierce

Picnic Committee

The Faculty/Staff Picnic Committee met on May 12, 1987 at 12:00 in the Chase Law Library Rare Book Room. Those present included Tom Cate, Jackie Baker, Margaret Groeschen, Beth Minnick, LaVerne Mulligan, Rosanne Rawe and Carla Behymer.

Tom began the meeting by stating that the contract with Marydale is still being reviewed. According to the contract Northern personnel will have to dispense the beer and soft drinks. This means more volunteers will be needed for these tasks. Several people at the meeting stated they would not like to personally be held libel for dispensing beer. Tom will check to see if Marydale could do this and also, if the University is aware of the additional cost of the beer.

The committee approved revisions in the picnic invitation which were suggested by the games and prize sub-committees. The agenda was changed to include a breakdown of ages for the games. Regarding door prizes, it was re-stated on the invitation that these would be for NKU employees only. The consensus was that there will be enough prizes for families members and their children who participate in the games, and by limiting the recipients of door prizes there will be a greater spread of employees receiving prizes.

The games committee mentioned that more participation is needed for planning. Tom will draw up a form requesting volunteers for specific responsibilities. This could then be put into the Campus Digest and then sent to LaVerne Mulligan.

The next total picnic committee will meet in the University Center Room 108 on June 9, 1987 at 12:00 noon. Please feel free to bring lunch from the cafeteria or a brown bag lunch. As always, you're welcome to bring a friend.

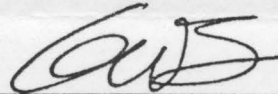
NOTE: Please call Tom Cate at X5153 or Margaret Groeschen at X5686 if you are unable to attend. Thank you.

MEMORANDUM

TO: President Leon E. Boothe
Ms. Sheila Bell
Ms. Cynthia Dickens
Dr. Lyle Gray
Mr. Robert Knauf
Mr. Dennis Taulbee
Dr. Ralph Tesseneer

DATE: May 5, 1986

Attached please find a memorandum from Ms. Darlene Miller, Secretary of Staff Congress, indicating that the Faculty/Staff Picnic for 1986 is scheduled for Sunday, September 14, at Camp Marydale. You will remember that last year's picnic, which occurred early in August just before the start of classes, was a relative success even though we were holding a class registration on that day. Hopefully, the September 14 date will not conflict with any other University function. To be sure, will you please check your calendars and advise me if any such conflict appears to be in the making. Not hearing from you, we will proceed to schedule the picnic on Sunday, September 14.



Gene W. Scholes

GWS/csc

cc: ✓ Ms. Darlene Miller

May 1, 1986

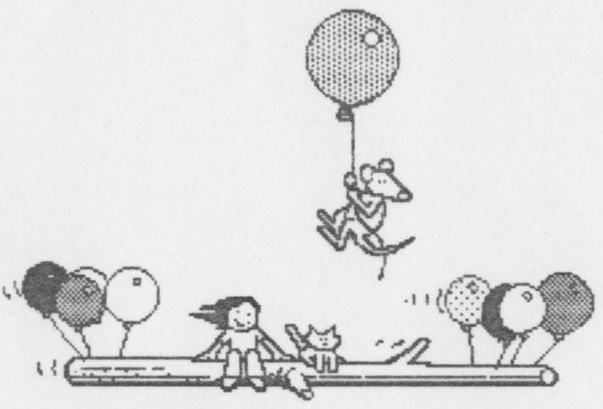
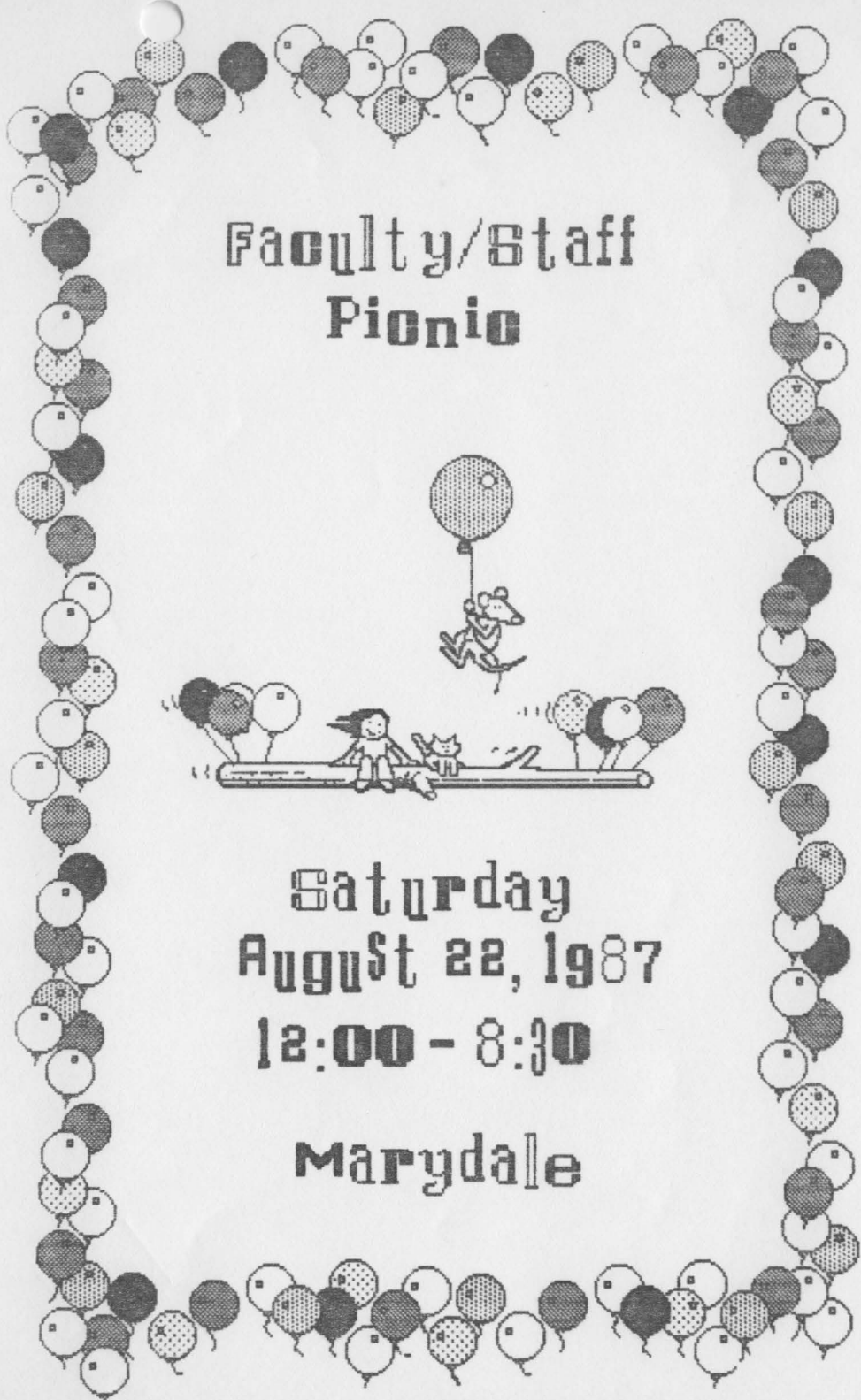
To: Dr. Gene Scholes
Vice President for Administration

From: Darlene Miller, Executive Council
Staff Congress

Re: Faculty/Staff Picnic

The Faculty/Staff picnic for 1986, will be held on Sunday, September 14, at Camp Marydale. Additional details will follow as they become available.

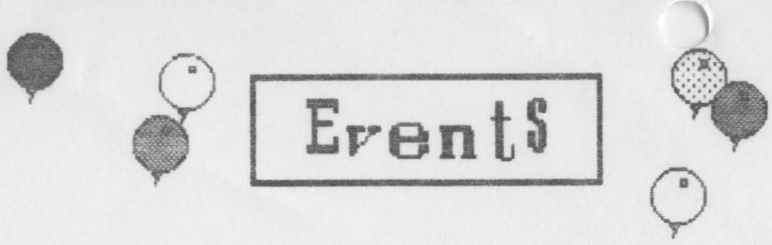
Please circulate this information as appropriate. Thank you for your assistance.



Faculty/Staff Picnic

Saturday
August 22, 1987
12:00 - 8:30

Marydale



Events

Softball: 12:00 - 1:30

Games:

Age 5 to 7	12:00 - 1:00
Age 8 to 11	12:00 - 1:00
Age 12 to 16	12:00 - 1:00
Age 2 to 4	1:00 - 2:00
Adults	4:00 - 5:00

Pool: 1:00 - 5:00

Supper: 5:00 - 6:30

Entertainment: 6:30 - 8:30 (closing)

**NKU employees please sign up for
door prizes at the picnic by 4:00**

Winners posted at 5:00

Please do not bring alcoholic beverages!

Faculty/Staff Picnic

My name is _____
and I work in _____
department. I plan on attending
the picnic and I will bring

_____ adults and
_____ children, ages _____

_____ No, I will not attend

Detach and return to:
Tom Cate, BEP 430

To be eligible for the **RSVP PRIZE**,
your **RSVP** must be received by

August 20, 1987

Faculty/Staff Picnic

Saturday, August 22, 1987

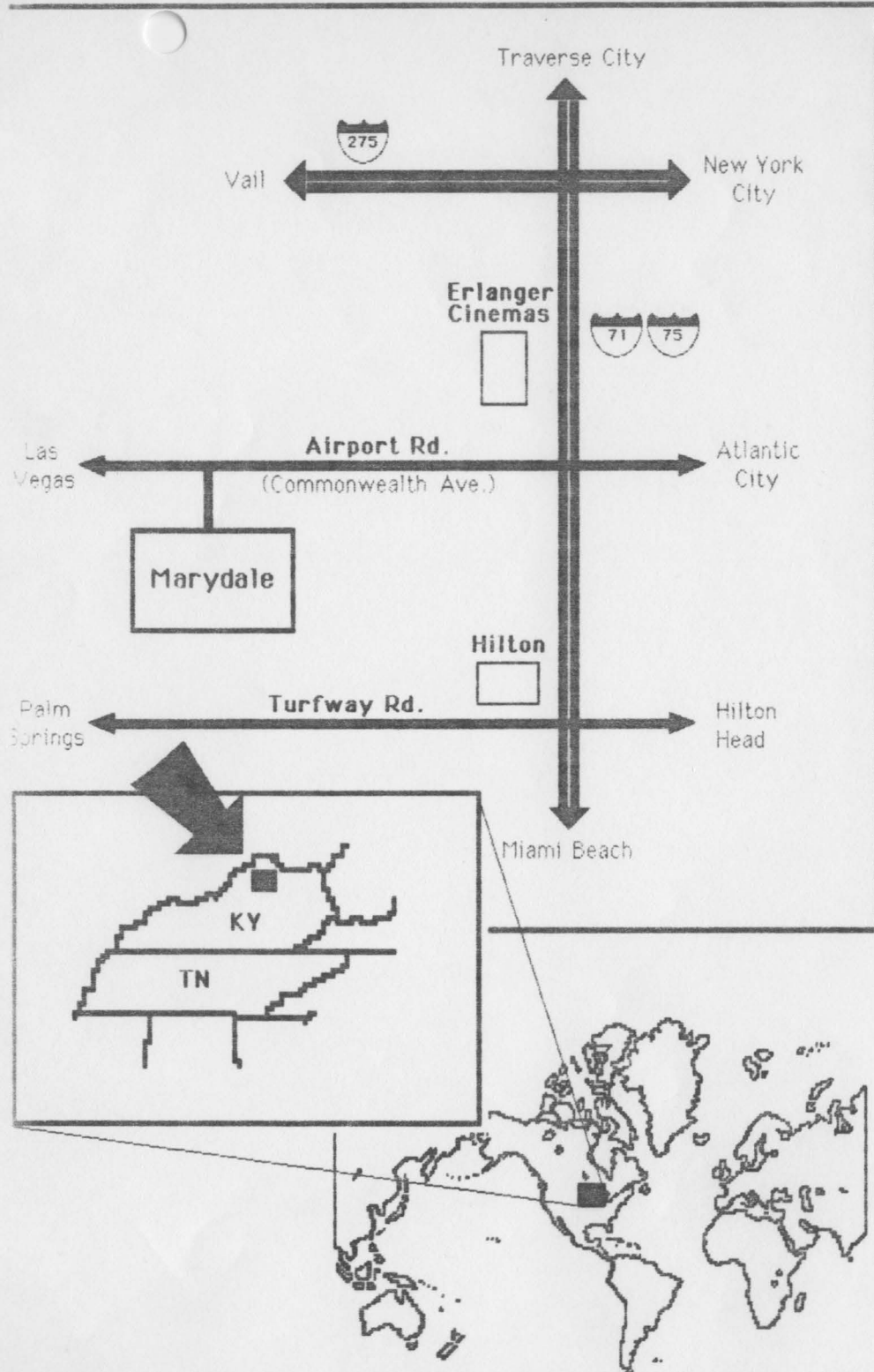
12:00 - 8:30

Marydale

President Boothe Needs You...

...as a volunteer for working the picnic activities. If you would like to help, please fill out your name and phone number next to the events and times below. Please return this form to Laverne Mulligan, Law Library, x6350.

Event	Times	Name and Phone
Games	12:00-1:00	
	1:00-2:00	
	4:00-5:00	
Prize Booth	12:00-4:00	
Beverage Booth	12:00-8:30	
Cooking	4:00-7:00	
Serving	4:00-6:30	
Clean Up	8:30-	

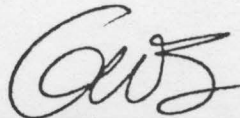


MEMORANDUM

TO: Dr. Tom Cate
Ms. Darlene Miller

DATE: May 5, 1985

I am in receipt of the contract between Northern Kentucky University and Marydale regarding the Faculty/Staff Picnic scheduled for Sunday, September 14, 1986. I am hereby requesting that Ms. Sheila Bell, University Legal Counsel, review this contract and advise us regarding suitability for signing at the present time. Once Ms. Bell has signed off on this contract, we will be able to proceed. Thank you.



Gene W. Scholes

GWS/csc

cc: Ms. Sheila Bell