

STAFF CONGRESS

Regular Meeting - January 8, 1982

AGENDA

- I. Call to Order
- II. Minutes of Previous Meetings
- III. President's Report
- IV. Vice President's Report
- V. Treasurer's Report
- VI. New Business
- VII. Adjournment

STAFF CONGRESS MINUTES

January 8, 1982

A meeting of the Staff Congress was held on Friday, January 8, 1982. This meeting was called to order at 10:00 a.m. The Secretary/Treasurer took the role, and a quorum was present:

MEMBERS PRESENT: Terry Andrews, Mike Baker, Tom Barlow, Bob Barnes, Dan Bayes, Gail Cato, Pat Coleman, Cindy Dunaway, Gary Eith, Shirley Gallicchio, Don Gammon, Dorinda Giles, Jerry Groeschen, Carol Guthier, Barb Herald, Dan Hoskins, Patti Jeffries, Mary Kelm, Bonnie King, Bill Lamb, Joyce Maegly, Greg Muench, Steve Priestle, Ken Ramey, Linda Sanders, Pamm Taylor, Dolores Thelen, and Nancy Utz.

MEMBERS ABSENT: Nancy Perry and Bob Riffe.

Secretary's Report

Minutes of 12/14/81 read and approved.

Minutes of 12/18/81 read and approved.

President's Report

Dorinda Giles read her memo to the Staff Congress Members concerning the appointment of an ad-hoc Constitutional Committee. Mary Kelm moved to accept the proposal for the Constitutional Committee as read. Dolores Thelen seconded the motion and it was unanimously approved.

Vice-President's Report

Tom Barlow reported that as part of the budget proposal that the executive committee has been working on, he has been contacting various universities and colleges for information and data relating to their constitutions and by-laws. He reported that as part of the proposed travel budget, a discussion had been held on the possibility of sending four staff congress members to one or two of these universities to see how their congress operates. In particular, Becky Simms of Indiana University was very receptive to the idea of some of our members visiting them. The four staff congress members could possibly consist of one member of the executive committee, two from the general congress, and one from the Constitutional Committee. Nancy Utz asked why we could not send all four members from the Constitutional Committee, since they would be doing the actual work. Dorinda Giles explained that this would be a general information trip that would be of benefit to all members instead of just the Constitutional Committee. Dorinda then asked for suggestions on areas to visit and/or contact.

Treasurer's Report

The executive committee met and is working on a proposed budget that will include start-up and general operating monies through June 30, 1982. The proposed budget would have to be approved by Dr. Albright, since the budget would come from his office. It was mentioned that this is the way the Faculty Senate operates, but that they have been trying to change to their own separate budget. Nancy Utz asked why, and Dorinda Giles explained that the feeling is that the Faculty Senate would like to operate as a separate entity. There was no further discussion concerning this.

Pat Coleman asked about the distribution of the minutes. Minutes are sent only to the members of the Congress and to Gregg Schulte. It is up to the members to make these minutes available to their constituents. Dolores Thelen suggested that a notice be put in the weekly Faculty & Staff Bulletin that will inform the staff where these minutes will be available. Also, Bill Lamb volunteered the use of a bulletin board in the University Center for the display of Staff Congress minutes and Faculty Senate minutes.

Mike Baker made a motion that until the by-laws are established, the minutes of each meeting are to be distributed well in advance to each member in order to eliminate the reading of the minutes in the meetings. Don Gammon seconded this motion, and it was unanimously approved.

Gregg Schulte made an announcement concerning the new dental program that was introduced to the staff on January 8, 1982. This program will be offered to full-time, permanent employees and will become effective March 1, 1982 provided there is sufficient interest in enrollment from NKU employees.

Dorinda Giles referred to the constituency list that was given to each Staff Congress member and said that she could provide computer mailing labels. Those interested in obtaining these should contact her.

The floor was then opened for new business:

Bill Lamb asked the appointed members of the Constitutional Committee to meet directly after the meeting.

Mike Baker asked if there is a set time goal for this committee. Dorinda Giles asked Bill Lamb to have an established date by the next meeting, which he agreed to do.

Dan Bayes asked for a schedule of the general Staff Congress meetings, which has been attached to these minutes.

Gary Eith said that he felt that the Constitutional Committee may have been restricted by the discussion concerning travel, that they may feel they cannot act until more is known about the travel arrangements. Dorinda Giles and Bill Lamb both agreed that there are plenty of materials from the original forming committee, plus the materials that Indiana University is sending us, to begin work immediately.

Nancy Utz questioned the validity of any travel, if it would be possible to obtain information by mail or telephone. Mike Baker suggested the use of conference calls so that the entire congress could be in on the conversations. Gail Cato suggested sending different people to different areas. Bob Barnes said that until a budget for travel had been approved, all discussion concerning travel was irrelevant and should be discontinued.

The question was raised if the Staff Congress meetings are open to the staff, and it was determined that they are.

Bill Lamb asked if there are any committees working with Personnel Services that we should send members to. Dorinda Giles said that we are hampered by the lack of a constitution and by-laws. Gregg Schulte then asked if any official business could be conducted. Gary Eith replied that we are considered a convention until we do have a constitution and by-laws. Mike Baker asked if we could act unofficially until such time. Much discussion followed among the members, with the question being resolved with Mike Baker's motion that the executive committee has the authority to set up any ad-hoc committee to study requests made of the Staff Congress for recommendations concerning staff business, and that this ad-hoc committee would present the results of their study to the Staff Congress for discussion and approval.

Ken Ramey seconded this motion.

Linda Sanders suggested that the executive committee should receive all requests for business concerning staff and should decide whether or not to consider the requests. Jerry Groeschen agreed with this. Dolores Thelen said that we should not close ourselves out, that we should be open to any and all staff business.

Bill Lamb moved the previous motion, there were no objections, and it was unanimously approved. This ended the discussion.

Dorinda Giles asked to meet with Gregg Schulte concerning the administrative leave policy.

Bob Barnes brought up that Roger Wall, a Research Assistant, was not covered by the Staff Congress due to the fact that there was no one employed for one year in this employment category at the time of elections. Bob made the motion that this employment category be included in the Professional category. Gail Cato seconded this motion, and it was unanimously approved.

Nancy Utz moved to adjourn the meeting, Cindy Dunaway seconded the motion, and it was unanimously approved at 11:15 a.m.

SEE ATTACHED SCHEDULE FOR THE NEXT STAFF CONGRESS MEETING.

STAFF CONGRESS MEETING SCHEDULE

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 22, 1982	Room 108 University Center	10:00 a.m.
February 05, 1982	Room 108 University Center	10:00 a.m.
February 19, 1982	Room 108 University Center	10:00 a.m.
March 05, 1982	Room 303 University Center	10:00 a.m.

Northern Kentucky University

Highland Heights, Kentucky 41076

TO: Staff Congress Members

FROM: Dorinda Giles

DATE: January 8, 1982

The most pressing order of business before the Staff Congress at present is the establishment of a constitution and by-laws. Therefore, the Chair wishes to create an ad-hoc committee for this purpose.

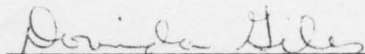
The charge of the Constitutional Committee will be to formulate both the constitution and by-laws and present these to the Staff Congress for discussion and approval. The Committee shall present work in progress at all future meetings until such time as both the constitution and by-laws are accepted by the Congress and President Albright and the constitution is ratified by the staff at Northern Kentucky University.

The Chair wishes to appoint the following representatives to serve on the Constitutional Committee:

Terry Andrews
Bob Barnes
Dan Bayes
Gail Cato

Don Gammon
Joyce Maegley
Nancy Perry
Bill Lamb

It is further recommended that Bill Lamb chair this committee and that Gregg Schulte, Tom Barlow, and Gary Eith serve as ex-officio members in an advisory capacity.


Dorinda Giles
Staff Congress President

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