

STAFF CONGRESS REGULAR MEETING

January 9, 1986
1:00 p.m. AC 722

AGENDA

- I. Call to Order
- II. Approval of the minutes from November 14th and December 12th, 1985
- III. President's Report
 - A. Old Business
- IV. The meeting will be turned over to the Parliamentarian for the Election of Officers for 1986 Executive Council.

NOTE: If you have a Staff Congress binder please bring it to the meeting.

STAFF CONGRESS

STAFF CONGRESS MINUTES
January 9, 1986

Members Present: Jackie Baker, Carla Behymer, Lisa Boehne, Melanie Buxton, Sarah Coburn, Cindy Cook, David Cover, Sonda Cummins, Sandi Cunningham, Kathy Dawn, William Deavers, Paul Ellis, Don Gammon, Jack Geiger, Joe Gimpel, Roger Goins, Donna Gosney, Margaret Groeschel, Sandy Hogan, Diane Hunley, Russ Kerdolff, Janet Krebs, Michael Martin, Darlene Miller, Greg Muench, Mitch Mullins, Lorraine Pauly, Ronald Rieger, Marjorie Scheller, Sharon Taylor, Nancy Utz.

Members Absent: Debbie Chism, Donald McKenzie, Pat Mullins

Guests: Pamm Taylor, Parliamentarian; Gregg Schulte, ex-officio; Peg Goodrich, Office Secretary; A. Dale Adams; Dan Alford, James Alford

I. Call to Order

President Kathy Dawn called the meeting to order at 1:08 p.m. A quorum was present.

II. Approval of Minutes

Kathy asked if there were any additions or corrections to the November 14, 1985, minutes. A motion to accept the minutes as written was made by Joe Gimpel and seconded by Ron Rieger. The motion passed unanimously.

There were no additions or corrections to the minutes of the December 12, 1985, meeting. A motion to accept the minutes as written was made by Janet Krebs and seconded by Don Gammon. The motion passed unanimously.

III. Guest Speaker - Jim Alford

President Dawn introduced Jim Alford, the University liaison/coordinator for the rallies for higher education. Jim thanked all of those members who were able to attend the rally at the Drawbridge. The feedback we are receiving from around the state indicates that the rallies were successful in drawing the attention of the governor and the legislature to the problems of higher education. The Northern Kentucky legislative caucus will be meeting on Northern's campus during the spring term. The meetings will be held on January 25, February 8, February 22, March 8, and March 22, on Saturday mornings, at 10:00 a.m., in UC 108. We need to have a good showing of faculty, staff, and students at each meeting. Barb Herald will be coordinating this effort. The next big rally for higher education will be on Wednesday, February 5, in Frankfort. More information will follow in the Campus Digest.

IV. President's Report - Kathy Dawn

Kathy reported that a list of all pending items will be given to Dr. Boothe, Dr. Scholes, and the new Executive Council. She then took a few minutes to thank the Staff Congress membership for their support during the past year. A special thank you was issued to Nancy Utz and Cindy Cook for serving on the Executive Council.

V. Vice-President's Report - Nancy Utz

On behalf of the outgoing members of the Executive Council and Staff Congress Nancy presented Kathy Dawn with a commemorative plaque in recognition of all the hard work, labor, time, effort, and energy and all the caring she has shown as president of Staff Congress during the past year.

VI. Election of 1986 Executive Council - Pamm Taylor

At this time President Dawn turned the meeting over to the parliamentarian, Pamm Taylor for the election of new officers.

A. Nominations for President

Donna Gosney - nominated by Don Gammon - Declined
Joe Gimpel - nominated by Greg Muench
Cindy Cook - nominated by Don Gammon - Declined
Russ Kerdolff - nominated by Diane Hunley - Declined
Janet Krebs - nominated by Kathy Dawn
Nancy Utz - nominated by Diane Hunley - Declined

1. A motion to close the nominations was made by Nancy Utz and seconded by Cindy Cook. The motion passed unanimously.
2. Janet Krebs was elected president of Staff Congress for 1986.

B. Nominations for Vice-President

Donna Gosney - nominated by Don Gammon
Joe Gimpel - nominated by Diane Hunley
Melanie Buxton - nominated by Marjorie Scheller - Declined

1. A motion to close the nominations was made by Marjorie Scheller and seconded by Mitch Mullins. The motion passed unanimously.
2. Donna Gosney was elected vice-president of Staff Congress for 1986.

C. Nominations for Secretary/Treasurer

Darlene Miller - nominated by Kathy Dawn
Marjorie Scheller - nominated by Sonda Cummins
Lisa Boehne - nominated by Mitch Mullins - Declined

1. A motion to close the nominations was made by Joe Gimpel and seconded by Nancy Utz. The motion passed unanimously.

VI. Continued

2. Darlene Miller was elected Secretary/Treasurer of Staff Congress for 1986.

D. Kathy Dawn introduced the new officers to the membership and turned the meeting over to them.

VII. New Business - Janet Krebs

President Krebs thanked the membership on behalf of the new officers for their show of support.

1. An Ad Hoc Committee to deal with the establishment and administration of the A. D. Albright Scholarship and the new Staff Congress Scholarship is being established. Phyllis Weeland, Sandi Cunningham, Don Gammon, and Kathy Dewberry have volunteered to serve on the committee. The committee will study the criteria that have been established for the scholarship and make the awards sometime in March. Pamm Taylor will recommend a student to serve on the committee.

A motion was made and seconded establishing said committee. The motion passed unanimously.

2. The time, place, and date of the next meeting of Staff Congress will be listed in the Campus Digest and next month's agenda.

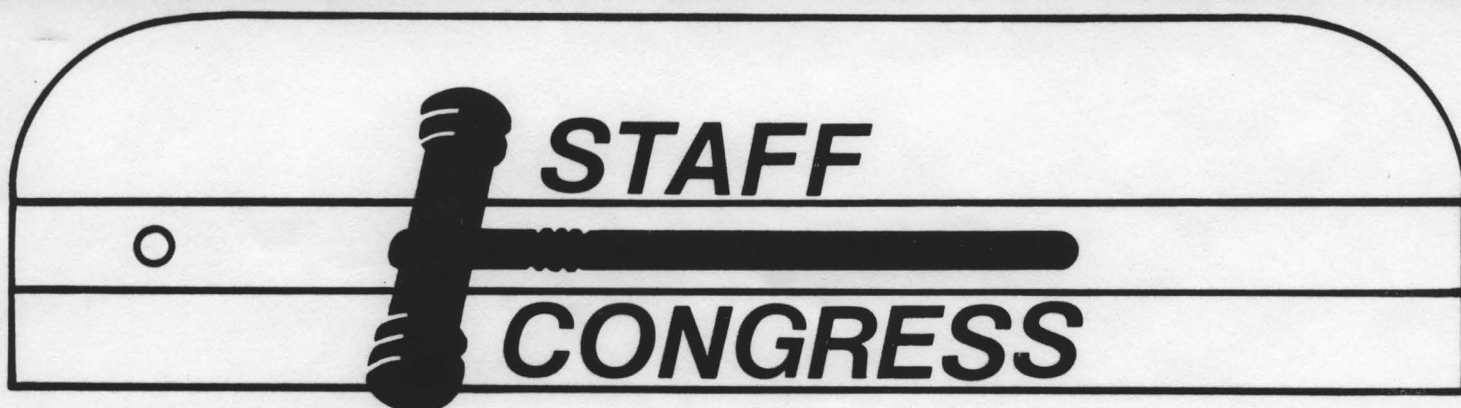
3. Committees will be reappointed at the next meeting. Please contact a member of the Executive Council regarding committee membership for 1986.

4. All new members should pick up a Staff Congress binder from Peg Goodrich.

VIII. Other - Paul Ellis

Paul Ellis passed out copies of a proposed resolution for Staff Congress's consideration. This resolution dealt with the method of distribution of the 1985 salary increases among the University employees. The resolution called for faculty and staff to withhold contributions from the University Foundation until the policy regarding the method of distribution is changed. A lively discussion ensued with several Staff Congress members expressing their displeasure with this resolution and their support for the Foundation. A motion to accept the resolution was made by Paul Ellis and seconded by David Cover. The motion was ~~soundly~~ defeated, ~~by a vote of 2 for, 29 against.~~

IX. There being no other business, Don Gammon moved for adjournment. The motion was seconded and passed unanimously. The meeting was adjourned at 3:15 p.m.



MEMORANDUM

TO: Staff Congress Representatives for 1986

FR: Peg Goodrich, Secretary *PG*
Staff Congress Office
Albright Health Center #359

DA: December 20, 1985

RE: Election of Officers for 1986

Enclosed you will find a list of the representatives for Staff Congress that will serve next year. The election will be held during the meeting on January 9th. This listing will give you the opportunity to decide whom you would like to nominate to serve on the Executive Council.

I would also like to ask at this time for you to contact my office if you are in need of a Staff Congress binder. If you are serving a second term you probably already have one, but if you do not please let me know. My phone extension is 6400. I would also appreciate the new representatives that received their binders from a previous representative to please notify me as to the person turning it over to you.

Thank you.

NORTHERN KENTUCKY UNIVERSITY
Staff Salary Increases
General Policy

Annual salary increases for staff employees of the University, including non-academic administrators, shall be granted according to the following guidelines:

A. For administrators, increases will be totally performance-based.

B. For professional and managerial/supervisory personnel, a general increase will be granted if overall performance is satisfactory. When the total increase rate equals or exceeds 3%, a service increase will also be granted to those whose performance is satisfactory, and those whose overall performance is outstanding will be eligible additionally for a discretionary increase.

C. For employees in all other staff employment categories, increases will be distributed the same as for professional and managerial/supervisory personnel, except that the service component, as a percentage of the total increase, will be larger than for the professional and managerial/supervisory personnel, and the discretionary component will be smaller.

D. General increases will be awarded as a percentage of base salary.

E. The service increase will require a minimum of service time as specified in the Personnel Policy and Procedure Manual, but may also include an extended service component. Service increases will be in the form of flat dollar amounts for each eligibility category.

F. The maximum total increase which any individual may be granted, expressed as a percentage of base salary, may not exceed twice the overall increase rate.

G. Every individual whose evaluation shows overall performance as at least satisfactory will be granted some increase.

H. Employees whose overall ^{performance} increase is less than satisfactory will receive no increase.

I. All increases (or increase denials) must be supported by written performance evaluations prepared no more than one year prior to the effective date of the increases.

J. Additional, more detailed guidelines for discretionary increase distributions will be established by the Office of Personnel Services and by each divisional head (Academic Affairs, Administrative Affairs, Student Affairs, General Administration).

RGS
2-26-86
3-6-86
3-7-86

NORTHERN KENTUCKY UNIVERSITY

Staff Salary Increases

1986-87

<u>Employment Category</u>	<u>Increase Pool Distribution</u>		<u>Increase Criteria</u>	<u>Individual Maximum</u>
	<u>Type</u>	<u>Pool Size</u>		
Administrative	Discretionary	5.0%	Level of performance	10%
Managerial/Supervisory and Professional	General	2.5%	Satisfactory performance	10%
	Service	.5%	Satisfactory performance:	
			\$ 50 10 mo., < 2 yr. service*	
			\$ 75 2 yr., < 5 yr. service*	
			\$100 5 yr. or more service*	
	Discretionary	2.0%	Outstanding performance	
	Total	5.0%		
Office/Clerical, Technical/ Scientific, Service/Maintenance, and Skilled Trades	General	2.5%	Satisfactory performance	10%
	Service	1.5%	Satisfactory performance:	
			\$100 10 mo., < 2 yr. service	
			\$150 2 yr., < 5 yr. service	
			\$225 5 yr. or more service	
	Discretionary	1.0%	Outstanding performance	
	Total	5.0%		

EMPLOYEES WHOSE OVERALL PERFORMANCE IS LESS THAN SATISFACTORY RECEIVE NO INCREASE.

*Terms of service are continuous periods of employment ending June 30, 1986.

PROPOSED RESOLUTION

Because Staff Congress is concerned in general with the quality of work-life at Northern Kentucky University and in particular with fair and equitable salary levels and salary increases (which is to say that Staff Congress is concerned with the ethical nature of the University's fiscal management), Staff Congress resolves to request that Northern Kentucky University staff and faculty withhold their contributions to the NKU Foundation until Staff Congress determines whether or not the method of distributing the funds available for 1986-87 salary increases is acceptable in terms of fairness and equity. When the method by which the available funds for 1986-87 will be distributed is made known to Staff Congress, Staff Congress will then discuss and vote on the acceptability of that method, determining whether the request is to be continued or cancelled.

Rationale:

1. The usual administration defense for the low increase in salaries and wages of recent years is to point the finger towards Frankfort: the State Legislature allots only a certain amount of money to the University for pay raises. But this resolution does not concern itself with issues outside of the control of the administration. It concerns itself only with the way the administration distributes the money made available by the State Legislature.
2. The resolution highlights the irony of underpaid people giving money back to the employer that underpays them. The employer may request that we contribute to the NKU Foundation. We may request that the employer distribute the available funds for raises fairly and justly. If they consider our request favorably, we consider their request favorably.
3. The resolution is a mild one--a "request" for people not to do what they are under no legal nor professional obligation to do anyway.
4. The resolution has sufficient strength so that the administration will take notice and not totally ignore it. It will concern the administration.
5. Jim Alford, at the December Staff Congress meeting, argued for NKU staff persons to put "pressure" on the State Legislature in order to get more money for higher education. He said that people don't like to feel pressure, but it is sometimes the only thing people respond to. The administration of NKU also does not like to feel pressure, but they will not distribute greater amounts of the money available for raises to the people on the lower half of the payscale without it. This fact was demonstrated last year when the administration received a proposal from Staff Congress that would have distributed the funds available for raises with greater equity, but the administration essentially ignored that proposal.