
STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

STAFF CONGRESS MEETING

AGENDA

July 10, 2003

Approx. 1:00 - 2:30 pm

UC Ballroom

Guests - 10-minute presentation

- I. Call to Order
- II. Approval of June 12, 2003, minutes
- III. Election of Executive Committee for 2003-2004 Congress
- IV. Staff Regent's Report—Beverly Beck
- V. Liaisons Reports—Martha Malloy and Ken Ramey
- VI. SGA Liaison—Scott Miller
- VII. Standing Committee Reports:
 - A. Benefits—
 - B. Constitution & Bylaws—
 - C. Credentials & Elections—
 - D. Policies—
 - E. Salary/Budget—
 - F. Liaison—
- IX. Ad-Hoc Committees:
 - A. Health Utilization—
 - B. Transportation—
 - C. Food Service Advisory—
 - D. Human Resources Advisory—
 - E. Mentoring Program Committee—
- X. Old Business
- XI. New Business
- XII. Announcements
- XIII. Closed Session
- XIV. Adjournment*

*Break in to Committees to Elect Chair and Schedule Monthly Meetings

STAFF CONGRESS

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STAFF CONGRESS MINUTES

July 10, 2003

University Center Ballroom

Members Present: Leland Bennett, Mary Berkemeyer, Jeff Cox, Sherry Cucchiara, Peggy DeJaco, Goldie Easton, Cheryl Edelen, Gail Goedel, Danielle Green, Doug Hardebeck, Shannon Hatfield, LaKricia Kelly, Rachel Le Jeune, Jeanne Papania, Linda Parks, Rosanne Rawe, Diana Schneider, Royleen Seibert, Glenn Strausbaugh, Don Vasko, Ron Vasko, Maureen Woods, Carole Ziegler

Members Absent: Linda Albert, Denny Allen, Dave Bezold, Gina Bray, Jeff Chesnut, Lois Fox, Jada Marcum, Jennifer Mason, Becky Miller-Thomas, Kathy Perkins, Pat Radank

V.P. Administration & Finance: Ken Ramey; **Liaison:** Martha Malloy; **Staff Regent:** Bev Beck; **Student Government Association Representative:** Scott Miller, absent; **Secretary:** Rita Thomas.

Call to Order: President-Elect Linda Parks called the meeting to order at 1:03 p.m. in the absence of President Jeff Chesnut.

Guest: President James Votruba

- Welcomed Bev Beck as our new staff regent and Ken Ramey as Vice President for Administration & Finance
- Going to make a concerted effort to attend more Staff Congress meetings in the coming year much the same way he meets with Faculty Senate. Will make a few comments at the beginning of the meeting then will excuse himself so the meeting can continue.
- Enrollments look strong for new academic year. Predict a 2%-4% enrollment growth.
- Explained newspaper article regarding limited enrollment. Attempting to stay aligned with core value of helping students reach success. May not admit applicants with low ACT scores, late registrants, restricted students, etc. Will counsel those applicants on their weaknesses and suggest attendance in the new 1st year Running Start Program which we hope to kick off in the Fall of 2004. This new program will enable these students to succeed better in college. We do not want to deter the non-traditional student(s). Will work more closely with high schools to outline who does & does not tend to succeed in college. May also offer some courses that apply toward college credit.
- Board of Regents toured the new student residential hall and Welcome Center. Both facilities are great.
- Will start planning the new student center soon.
- Stressed the next legislative session is critical. Don't anticipate a budget cut but we are setting aside 2.5% for such and won't really know until the spring regarding funding for schools and/or education. There is a lot of support in the legislature for NKU. Salaries a priority, trying to keep at or above urban index.
- NKU is the least funded university in the state, Western KY University is 2nd least funded.
- Question & Answer session:
 1. Mary Berkemeyer asked: Why are full time staff limited to 6 free credit hours & not 12? Martha explained the monetary issue. Last academic year between staff and dependent usage, Human Resources paid out approximately \$350,000 in tuition waivers.
 2. Glenn Strausbaugh asked about an e-mail addressing administrative sabbaticals for staff especially for educational purposes much like the faculty sabbaticals. President Votruba explained that neither he nor his staff has researched this topic as yet.
- Goals include Recruit, Reward & Retain excellence for and in Faculty & Staff.
- Also stressed the importance of utilizing vacation time to refresh our minds and bodies.
- Thanked Staff Congress membership for all their hard work for and across NKU.

Minutes: Motion to accept the June 12 minutes as read made by Royleen Seibert, seconded by Rosanne Rawe. Motion carried.

President Elect Linda Parks opened the floor for nominations for President Elect and Secretary. Jeff Chesnut is continuing as President for an additional year as stated in the Staff Congress Bylaws. Nominations received were: President Elect, Linda Parks; Secretary, Peggy DeJaco. All nominees accepted nominations. No other nominations made. Cheryl Edelen motioned that the nominees be elected by acclamation, Marilyn Siry seconded. Motion carried.

Staff Regent: Bev Beck

- Reiterated President Votruba's comments regarding the new residential hall and the Welcome Center.
- 5 year Strategic Plan was outlined.
- Sold a parcel of land in Ft. Wright donated to NKU because a Civil War battery was located on the premises to the City of Ft. Wright for use as a city park. The monies generated from this sale (\$740,000) will be used for scholarship purposes.
- Welcome Center entrance will remain open even when Welcome Center Staff are not present. The generosity of the Steely Library personnel will make it possible for this entrance to remain open and staffed for an extended period of time.

V. P. Administration: Ken Ramey

Parking will be an issue in the fall. The \$300,000 originally allocated for a temporary lot at the corner of Johns Hill & Hilltop has been re-allocated. \$200,000 of these monies will be used for improved signage across campus.

- Will try to run the shuttle from the old Thriftway lot to campus for faculty, staff & students. May offer incentives for staff and faculty to use the shuttle. More information will be sent out.
- If there is a particular topic someone would like for him to address, please notify him 2-3 days in advance of meeting time.
- The redevelopment of Lake Inferior is possible due to a \$500,000 gift as well as additional funds totaling approximately \$1.5 million.
- Still researching the feasibility of Assistant Vice President of Facilities position. Keith Stewart will chair this committee if needed.
- Jeannie Papania asked about the vacation cap. Martha explained it's a monetary thing. NKU would have to be able to pay out all vacation time should something ever happen to the university.
- Beginning July 19, Norse Commons will be renovated.
- There will be a Jazz Man's Café in Library Loggia area – new for the fall semester.

Liaison: Martha Malloy – no report

Student Government Association Representative: no report

Broke at 2:00 PM to Mezzanine for committees to elect chairs and set up a meeting schedule.; reassembled at 2:10 PM. Linda asked that each committee meet monthly and prepare a report for the Executive Council. The Executive Council will meet with each committee at least once during the year so it's imperative to set a meeting schedule and get it to the Staff Congress President as soon as possible.

Standing Committees

Benefits: Jennifer Mason & Maureen Woods – Co-chairs.

Constitution & By-Laws: Lois Fox - Chair

Credentials & Elections: Rosanne Rawe & Glenn Strausbaugh – Co-Chairs

Policies: Marilyn Siry & Don Vasko – Co-Chairs

Salary & Budget: Leland Bennett - Chair

Liaison: Shannon Hatfield - Chair

Ad-Hoc Committees

Health Utilization: Linda Parks

Transportation Advisory: Kathy Perkins

Food Advisory: Cheryl Edelen

Human Resources Advisory: no report

Public Relations Advisory: no report

Mentoring program: Ron Vasko – no report

Scholarship Committee: Don Vasko, Peggy DeJaco, Linda Parks – no report.

Copier Committee: Linda Parks – Imagistics (formerly Pitney-Bowes) was awarded the contract. Will be delivering & installing new copiers by 8/1.

Old Business: None

New Business: None.

Announcements

Diana Schneider – health center pool will be closed for approximately 4 weeks beginning July 25 so it can be painted. This is a change from the earlier closing date of July 23.

Staff Congress did not go into Closed Session.

Meeting was adjourned at 2:22 PM.

Respectfully submitted,
Peggy DeJaco, Secretary