

---

# STAFF CONGRESS

---

Northern Kentucky University Highland Heights, Kentucky 41076

---

AGENDA  
Staff Congress Meeting  
Thursday, October 13, 1988

1:00 p.m. AC 722

- I. Call to Order
- II. Approval of September 8, 1988 minutes
- III. Special Guest - Norleen Pomerantz
- IV. President's Report - Diane Hunley
  - Distinguished Service Award - Roberta Brinkley, Chair
- V. Vice President's Report - Janet Krebs
- VI. Committee Reports
  - Benefits - Sue Roth
  - Constitution & Bylaws - Ron Rieger
  - Credentials & Elections - Peg Goodrich
  - Policies - Cathy Dewberry
  - Liaison - Rosanne Rawe
- VII. Ad Hoc Committees
  - Food Service Advisory Committee
  - Parking and Traffic Control Committee
  - Women's Center
  - Salary Administration Consultant
  - Past Presidents Review Committee
  - Emergency Evacuation
  - Flexible Benefits
  - Affirmative Action Coordinator
- VIII. Old Business
- IX. New Business
- X. Adjournment

---

# STAFF CONGRESS

---

Northern Kentucky University Highland Heights, Kentucky 41076

---

## MINUTES

OCTOBER 13, 1988

**MEMBERS PRESENT** Cathy Dewberry, Gary Easton, Josef Gimpel, Peg Goodrich, Donna Gosney, Marilyn Gosney, Chrissie Groh, Marilyn Henderson, Edith Hill, Diane V. Hunley, Janet Krebs, Margaret Lester, Lola Moore, LaVerne Mulligan, Rosanne Rawe, Sue Roth, Ruth Saccone, Marjorie Scheller, Elane Shafer, Virginia Stallings, Nancy Trimbur

**MEMBERS ABSENT** Shirley Garrett, Pat Harrington, Chuck Harmon, Jeannine Holtz, Pat Markus, Barbara Martin, Donna Messer, Ron Rieger, Rocke Saccone, Phil Webb, Jim Wilson, Mary Wilson

**GUESTS:** Norleen Pomerantz, G. Michael Hickman, ex-officio, and Don McKenzie, ex-officio.

The October 10, 1988 meeting was called to order by President Diane V. Hunley at 1:03 p.m.

President Hunley called for any additions, corrections or deletions to the September 8, 1988 minutes. There was one correction. Page 2, paragraph 5, line 3, should read "New Jersey" senator, not Kentucky senator. The minutes were approved as corrected.

Diane Hunley introduced Norleen Pomerantz of Student Development as the guest speaker. She came before Congress to inform everyone that the University is in the process of formulating policy for AIDS, HIV (Human Immunodeficiency Virus) infection at President's Boothe's request. She went on to state that the policy is in the early draft stages and that she would like any input possible from Congress. After explaining how the AIDS/HIV virus works and how a person might come in contact with said virus in everyday situation, Ms. Pomerantz went on to say that once the policy was completed and accepted by the University, it would form a framework for decision making in the future.

Norleen left copies of the draft for the Policies Committee to look over and make any suggestions or comments. It was suggested that an ad-hoc committee be formed so the draft could be dealt with right away and given back to Norleen.

Don McKenzie stated that there is a film that is kept in the Nurse's office on AIDS. He felt that perhaps in the near future Congress might view the film for an even better understanding of

the virus.

**PRESIDENT'S REPORT:** Diane V. Hunley

Diane stated that she had asked Roberta Brinkley, Chair of the Distinguished Service Awards to give a final report. Due to a prior commitment she was unable to be at the meeting, but asked LaVerne Mulligan to give it for her. Diane turned the floor over to LaVerne.

LaVerne stated that the committee received 57 letters of nomination of which the 4 recipients were selected. They were Elaine Shafer, Records Clerk for Chase Law School, Bonnie Voelker, Office of Admissions, Mary Ryan, Office of the Provost, and Peg Goodrich, Secretary to Faculty Senate and Staff Congress.

LaVerne went on to say that the committee felt that some changes needed to be made in the whole recognition process. The committee turned their recommendations in to President Boothe and Diane Hunley for their input. LaVerne turned the floor back over to President Hunley.

Diane stated that when the Executive Council met with Dr. Scholes on Monday October 10, he stated he had seen the memo and felt that the DSA committee was governed by Staff Congress. The Executive Committee stated that the DSA Committee was a university wide committee, therefore it fell under the direction of Personnel. After some decision, it was decided that Mike Hickman would look the matter of defining Personnel's as well as Staff Congress' role in the award process.

Next Diane stated that she had appointed all the Chairs and the members of the Executive Council as a special ad-hoc committee to deal with the possibility of available non-recurring funds. She went on to say she had asked Dennis Taulbee to meet with the committee and explain all aspects of said monies. Diane said that she had heard of several different amounts of money were available via rumor mill, therefore she felt a meeting with Mr. Taulbee was in order. She asked if anyone had any input to please pass it on to Janet Krebs.

President Hunley stated that at the special meeting with Scholes on Monday beside the discussion about Distinguished Service Awards, the Executive Council would also like a definition of "retiree", to which Dr. Scholes referred to definement of retiree to Mike Hickman who is the Director of Personnel. Mike Hickman stated that he would refer the question to Diane Hunley in Personnel.

Lastly Diane told everyone present she had received a letter of resignation as the Chair of the Past Presidents Review Committee, Linda Sanders. She stated that because of other professional duties she was unable to remain chair. The question was raised as to the status of the survey the committee was working on. Janet Krebs, who is also a member of the committee said she would locate the survey and pass any information on to Congress.

This concluded President Hunley's report.



**VICE PRESIDENT'S REPORT Janet Krebs, No Report****COMMITTEE REPORTS****Benefits: Sue Roth**

The committee had met a couple of times dealing with Short Term Disability. The committee felt they first needed feedback from both faculty and staff as to their feelings on Short Term Disability, therefore the committee is putting together a short descriptive paragraph or two on Short Term Disability. This will hopefully be printed in the "Sound-off" section of the monthly Newsletter, with a short questionnaire soliciting everyone's input.

**Constitution & By-Laws: *Ruth Saccare* Marilyn Gosney for Ron Rieger**

The committee had met and they will be presenting a resolution at the November meeting, that will incorporate the smoking policy for all Staff Congress meetings. Another item the committee has been working on is how Congress representatives are selected and how they get the information out to the University community.

**Elections & Credentials: No Report****Policies: Cathy Dewberry**

The committee has met a couple of times discussing the night differential policy. She had met with Mike Hickman on a one to one basis and from that meeting it was found that the committee would have to meet again.

**AD-HOC COMMITTEES****Food Services Advisory Committee Peg Goodrich**

The committee has been asked to gather input as to the pros and cons of the Skyline Chili on campus. Any and all comments should be referred to Ron Rieger or herself.

**Parking and Traffic Control No Report****Women's Center No Report****Salary Administration Janet Krebs**

The selection process is in the works for the salary consultant. The bids are in and someone will be chosen within the next few weeks.

**Past President's Review Committee Janet Krebs**

See President's Report

**Emergency Evacuation Donna Gosney**

Donna stated that they had not met because she had not heard

from John Connor to date. Don McKenzie spoke up stating that he knew of the policy being drafted. He said he would see that President Hunley received a copy as soon as it was in print.

**Flexible Benefits** Diane Hunley

President Hunley asked for volunteers to serve on the committee. Donna Gosney and Sue Roth volunteered.

**Affirmative Action Coordinator** Jim Wilson

In Jim Wilson's absence Diane stated that the choice for the coordinator had been made and that the person would be starting in November.

**OLD BUSINESS**

Diane had been asked to provide staff representation for the Wellness Committee. She said that she had asked Sue Roth, A.Dale Adams, and Jerry McLafferty to serve. They all agreed. At present the Faculty Senate representatives are yet to be named.

Mike Hickman was asked the status of the tax on tuition waivers. Mike stated that as he understands it, it is taxable.

Marilyn Gosney asked President Hunley if she would call the first meeting of the Smoking Committee since at present there was no chair.

**NEW BUSINESS**

President Hunley asked everyone that should they have any mailings going out to anyone other than immediate committee members to please run them by the Executive Council before sending them out.

There was no further business. The meeting was adjourned at 2:15 p.m.