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# ***STAFF CONGRESS***

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Northern Kentucky University ■ Highland Heights, Kentucky 41099

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## **STAFF CONGRESS MEETING**

### **AGENDA**

**October 9, 2003**

**1:00PM UC Ballroom**

**Guests - 10-minute presentation**

- I. Call to Order
- II. Approval of September 11, 2003, minutes
- III. Staff Regent's Report—Beverly Beck
- IV. Liaisons Reports—Martha Malloy and Ken Ramey
- V. SGA Liaison—Eric Fegan
- VI. Standing Committee Reports:
  - A. Benefits—Co-Chairs: Jennifer Mason & Maureen Woods
  - B. Constitution & Bylaws—Chair:
  - C. Credentials & Elections—Co-Chairs: Rosanne Rawe & Glenn Strausbaugh
  - D. Policies—Co-Chairs: Marilyn Siry & Don Vasko
  - E. Salary/Budget—Chair: Leland Bennett
  - F. Liaison—Chair: Shannon Hatfield
- IX. Ad-Hoc Committees:
  - A. Health Utilization—Mary Berkemeyer
  - B. Transportation—Kathy Perkins
  - C. Food Service Advisory—Cheryl Edelen
  - D. Human Resources Advisory—Royleen Seibert
  - E. Mentoring Program Committee—Ron Vasko
  - F. Scholarship Committee—Don Vasko, Peggy DeJaco, Kathy Perkins
- X. Old Business
- XI. New Business
- XII. Announcements
- XIII. Closed Session
- XIV. Adjournment

# STAFF CONGRESS

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## STAFF CONGRESS MINUTES

October 9, 2003

University Center Ballroom

**Members Present:** Linda Albert, Denny Allen, Mary Berkemeyer, Jeff Chesnut, Sherry Cucchiara, Cheryl Edelen, Mark Edgley, Gail Goedel, Rachel LeJeune, Lakricia Kelly, Rachel Le Jeune, Jennifer Mason, Jeanne Papania, Kathy Perkins, Pat Radank, Rosanne Rawe, Royleen Seibert, Marilyn Siry, Glenn Strausbaugh, Ron Vasko, Maureen Woods, Carole Ziegler

**Members Absent:** Leland Bennett, Gina Bray, Jeff Cox, Peggy DeJaco, Gold Easton, Paul Frazier, Danielle Greene, Doug Hardebeck, Shannon Hatfield, Jada Marcum, Jim McCulley, Becky Miller-Thomas, Diana Schneider, Royleen Seibert, Marilyn Siry, Don Vasko, Maureen Woods.

**V.P. Administration & Finance:** Ken Ramey; **Liaison:** Martha Malloy; **Staff Regent:** Bev Beck; **Secretary:** Rita Thomas

**Call To order:** President Jeff Chesnut called meeting to order at 1:03 PM

**Minutes:** Cheryl Edelen made a motion to accept the minutes as written, seconded by Sherry Cucchiara. Motion carried.

### **Staff Regent: Bev Beck**

- Regents have met 3 times since last staff congress meeting.
- First time they met at a retreat. At this retreat the discussed Dr Votruba's job evaluation. They also discussed his upcoming goals for the University. It was noted that Dr Votruba's pay increase was inline with staff increases. Also at the retreat last year's financials were discussed.
- The second meeting was at a Trustee Conference. At this meeting Governor Paul Patton spoke. The governor claimed that the new governor will blame the present officials for all the problems in the state of KY They also focused on Tuition in the future and that the public needs to look at education as a life long commitment due to the fact people are living longer. There was also an emphasis on getting younger student K-6 to start looking at education early in life.
- The final meeting was the Regent's Meeting. At this meeting Officials from Gateway Community college were present. It was discussed how NKU and Gateway could offer Different degrees from each other so the two could compliment each other instead of offering similar coarse. Also met with Facilities management on all the upcoming projects.

### **Liaison Report: Martha Malloy**

- Combined giving will be extended one week due to shortfall.
- Remind everyone about Denim Day on 10/03 \$5.00 donation.
- Staff Appreciation Day On 10/23/03 Tickets on sale for \$7.00. There will be a breakfast that morning and also second shift will have there's that evening. Wanted everyone to know that the years of service awards are going to be better than ever.
- Remind everyone that open enrollment is now for insurance. If you have no changes you have to do nothing. Also wanted to let everyone know that sometime in 2004 NKU will be offering some sort of employee assistance on health insurance to those that qualify.
- Short term Disability is on Hr website out for bid.

#### **Student Government Association Report:**

- No report due to no representation

#### **Vice President for Administration & Finance: Ken Ramey**

- Wanted to commend the health utilization committee for a great job.
- Wanted to let everyone know that that morning he was with Legislative caucus. They discussed the disparity of NKU compared to its sister schools. How we operate on such a low budget that is provided by the state.
- Also discussed budget that the state is projecting a 700 million budget deficit up 300 million more than expected. Ken feels that in the upcoming year we will have some sort of budget reduction. Ken also ask that everyone look at way's the university can save money.

#### **Standing Committees**

##### **Benefits:** Jennifer Mason & Maureen Woods, Co-Chairs

- Met on Weds. 10/01
- Discussed Converting vacation time to sick time. Also discussed looking into employees getting more recognition for years of service. They will discuss more after there next meeting.

##### **Constitution& Bylaws:** Pat Radank accepted position of new chair.

**Credentials & Elections:** Rosanne Rae& Glenn Strausbaugh, Co-Chair did meet and they are sending documents to Constitution& bylaws to have looked at for there next meeting.

**Policies:** Marilyn Siry & Don Vasko, Co-chairs. Have met and discussed the Redbook. Looked into changing verbiage of the parts stating "The Vietnam Era" and having that changed to "Veterans of all foreign wars" Martha Malloy did state that this was just something that was stated at the time.

##### **Salary & Budget:** Leland Bennett- No report

**Liaison:** Shannon Hatfield, Chair- Sherry Cucchiara Passed out Questionnaire and asked all staff congress member to fill it out and turn it in to see how much time is involved in being on staff congress. Jeff asked to get that info to credential & election for future use.

#### **Ad-Hoc Committees:**

- Health Utilization: Mary Berkemeyer- Get in Insurance forms by 10/16
- Transportation Advisory: Kathy Perkins- Have not met meeting scheduled 10/16
- Food Services Advisory: Cheryl Edelen- No report
- Human Resources Advisory: Royleen Siebert- No report
- Mentoring Program: Ron Vasko-Chair met with the executive counsel and present a questioner that we would like to distribute to all staff members. Will get with Rita and how to get this mailed.
- Scholarship: Don Vasko-Chair No report

#### **Old Business:** None

**New Business:** Jim McCulley is out because of injury. Denny Allen wanted everyone to know that Human Resource will be going to all electronic job application shortly. Paper applications are a thing of the past. Training will be supplied to all people that deal with hiring.

#### **Announcements**

ET-2 Is now offering 1on1 training.