



STAFF CONGRESS MEETING

Thursday, December 12, 1996

UNIVERSITY BALLROOM

CHRISTMAS LUNCHEON 12 o'clock NOON

MEETING AT 1 PM

AGENDA

- I. Call to Order
- II. Approval of November 14, 1996 minutes
- III. President's Report - Cheryl Torline
- IV. President Elect's Report - Claire Newman
- V. Standing Committee Reports
 - A. Benefits - Chuck Pettit
 - B. Constitution & Bylaws - Janet Krebs
 - C. Credentials & Election - Diana Schneider
 - D. Liaison - Jim Parker
 - E. Policies - Carolyn Walsh
 - F. Salary & Budget - Audrey Riffe
- VI. AdHoc Committee Assignments
 - A. Food Service Advisory - Chuck Harmon
 - B. Health Utilization - Peg Adams/Chuck Pettit
 - C. Naming Committee - Shirley Welitzkin
 - D. Transportation - Wilma Daugherty
 - E. Supervisory Training - Jim Parker
 - F. Technology Committee - Janet Krebs
 - G. Transition Team - Chuck Pettit
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Closed Session
- XI. Adjournment

NOTE: Return the enclosed "Reservation Form" **IMMEDIATELY** to Peg Goodrich, AC 105, or by Monday, December 9th at the latest. We must confirm the number of reservations on that date.

STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

Staff Congress Minutes

Thursday, December 12, 1996

UC Ballroom

Members Present: Peg Adams, Lisa Brewer, Shew Mei Chen, Chuck Harmon, Gail Jewell, Janet Krebs, Rose Morgan, Claire Newman, Debra Orth, Jim Parker, Linda K. Parks, Chuck Pettit, Linda Pettyjohn, Duane Pontius, Janice Rachford, Audrey Riffe, Joe Ruh, Barb Scheben, Diana Schneider, Charlene Schweitzer, Dan Snow, Allen Thomas, Jr., Denise Thomas, Cheryl Torline, Nancy Trimbур, Peggy Vater, Carolyn Walsh, Cheryl Weber, Shirley Welitzkin.

Members Absent: Wilma Daugherty, Leva Kidd, Pat Lindsay, Ava Nienaber, Jay Stevens, Glenn Strausbaugh, Cheryl Weber.

V.P. Admin: Absent **Liaison:** Margo Ferrante **Staff Regent:** Absent **Office Secretary:** Peg Goodridge

I. **Call to Order** - The meeting was called to order at 1:00 pm.

II. **Minutes** - Minutes of the November meeting were approved.

III. **President's Report:**

Cheryl commented on the nice luncheon prior to the meeting.

At the Tuesday Executive Meeting: The Salary Task Force was discussed; Reassigned time is getting looked into; Tuition Waiver on back burner; and the Funeral Leave Policy adding Mother/Father In-laws and grandchildren to 3-day leave has been passed. For any other relatives one can use personal days or vacation time if extra time is needed.

The Salary Task Force Proposal was o.k'd by the committee, but discussion was brought up about how merit money should be divided and what will the longevity year increments be, when should it start and how many years in between. The proposal will be submitted to the Board in January. If anyone has any questions please contact Claire Newman or Barb Scheben before next meeting.

The Employee Performance Evaluations will not be in December this year but will be due in the spring. A notification of this announcement will be going out Monday.

IV. **Standing Committee Reports:**

A. **Benefits** - A survey will be sent out in regards to your opinion on a Tuition Waiver. There will be multiple changes regarding Flex Benefits with more discussion on this later. The Red Book will be revised to enable a better understanding of Employees' entitled benefits & anniversary dates.

B. **Constitution & Bylaws** - Nothing to report on.

C. **Credentials & Elections** - Nothing till spring.

D. **Liaison** - Questionnaire sent, please return.

E. **Policies** - Discussed above in president's report.

F. **Salary & Budget** - Discussed above.

V. **Adhoc Committee Assignments:**

A. **Food Service Advisory** - No report.

B. **Health Utilization** - New Insurance Cards are starting to be mailed for the 1997 year. Please check paycheck stubs for correct amount of new insurance if necessary and card benefits.

C. **Naming Committee** - Nothing to be named.

D. **Transportation** - No report

E. **Supervisory Training** - No report.

F. **Technology** - Meeting soon.

G. **Transition Team** - No report.

VI. **Old Business:**

No one had any old business.

VII. **New Business:**

President Moreland sent a letter and report on NKU Football. Claire read a summary of the pros and cons of having this sport at NKU.

Linda Pettyjohn, representative for Homecoming Committee, is seeking ideas and help to get the faculty & staff involved with Homecoming in February.

President Moreland made announcement that the university will be closed on December 24, Christmas Eve.

Paychecks will be available on Monday, December 23rd.

Linda Wright, President Search Committee, urged staff to attend open sessions and ask questions of what is in store for staff.

VIII. **Announcements:**

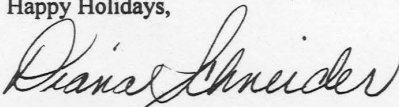
There will be a benefit for Ina Releigh, mother of Shirley Welitzkin, who has cancer and no insurance. It will be held this Saturday, December 14 at the Southgate House in Newport.

President Moreland's Holiday Reception will be held in the UC TV Lounge today. It would be nice to thank him for the Christmas Eve holiday.

IX. **Closed Session - No closed session.**

X. **Adjournment - The meeting was adjourned at 1:50 pm.**

Happy Holidays,



Diana Schneider,
Secretary