
STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

STAFF CONGRESS MEETING

AGENDA

April 11, 2002

Meeting in UC Ballroom

- I. Call to Order
- II. Approval of March 21, 2002, minutes
- III. Staff Regent's Report—Chuck Pettit
- IV. Liaisons Reports—Martha Malloy and W. Michael Baker
- V. Standing Committee Reports:
 - A. Benefits—Chair-Leland Bennett, Co-Chair- La Verne Mulligan
 - B. Constitution & Bylaws—Chair-Suzanne Ritchie
 - C. Credentials & Elections—Chair-Diana Schneider
 - D. Policies—Chair-Arnold Duncan
 - E. Salary/Budget—Chair-John Bailey
 - F. Liaison—Chair-Donna Grey
- VI. Ad-Hoc Committees:
 - A. Health Utilization—Linda Parks
 - B. Transportation—Kim Yelton
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Closed Session
- XI. Adjournment

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STAFF CONGRESS MINUTES APRIL 11, 2002 UNIVERSITY CENTER BALLROOM

Member Present: Beverly Beck, Leland Bennett, Jay Brock, Lisa Brinkman, Jeff Chesnut, Peggy DeJaco, Cheryl Edelen, Lois Fox, Gail Goedel, Donna Grey, Rachel LeJeune, J. B. Losey, Jeanne Papania, Suzanne Ritchie, Diana Schneider, Royleen Seibert, Marilyn Siry, Glenn Strausbaugh, Denise Taylor, Maureen Woods, Michelle Wray, Kim Yelton, Michelle Wray

Members Absent: John Bailey, Debbie Billiter, Jeff Cox, Arnold Duncan, Jim McCulley, LaVerne Mulligan, Linda Parks, Kathy Perkins, Ron Vasko, Peggy Vater, Carolyn Walsh,

V. P. Admin.: Mike Baker, **Liaison:** Martha Malloy, **Staff Regent:** Chuck Pettit, **Secretary:** Rita Thomas
Call to Order: The meeting was called to order @ 1:04 p.m.

Minutes: Minutes of the March 21, 2002 meeting were approved.

Staff Regent: No report

V. P. Admin.: Mike Baker reported:

- Legislation Session still has not approved the budget
- Care Plan is not set to have increase next year on the budget but possibly the following year
- NKU would like to thank Gordon Davies for his valuable contribution for helping us at the State level.
- The Budget will be presented at the Spring Convocation at Greaves April 24 at 12:00 noon.
- Reporting on the market committee- 3% merit pool, 2% to complete phrase 5. Thanks to Chuck Pettit, Roylee Seibert and Bev Beck for all there help on the Marketing Committee.

Liaison: Martha Malloy reported:

- Flexible Spending - Saving to the University (tax wise) the money saving receive from FICA will pay for the program.
- Performance Review should all be in to Human Resources and Martha will start making calls to directors and managers if anyone is missing. Salary letters will come out on June 10, 2002.

STANDING COMMITTEES:

Benefits: An extensive review was done on benefits regarding adoptions. The committee reviewed other universities policies and procedures. Very few universities had any policy whatsoever due to the fact that it is a financial issue. The committee suggested maybe it could fall under the Benevolent Committee and they will look into this. They suggested having some type of fund-raiser to raise money for this cause.

Constitution and By-Laws: Request closed session

Credential and Elections: Nomination forms out and due back in 4/15/02. Voting will be April 22 through May 3rd. You can vote on line from your home or office. A station will be set up in the UC lobby on April 26 and May 3rd if you do not have a computer or if you need assistance to vote. There is a sign up sheet for volunteers to help assist on these dates. Next year the Committee will review different areas of representation for the election.

Policies: Received letter from Sara Sidebottom on the sexual harassment policy. Will continue to work with Legal Services to refined the policy.

Salary/Budget: No report.

Liaison: No report.

Ad-Hoc Committees:

Health Utilization: No report.

Transportation: No report. Mike Baker stated the bus shelters are up and thanks to physical plant for their assistance. Speed bumps have been put on University Drive to slow drivers down. Lighting project for University and Kenton Drive are out for bid and hope to be installed in late May or June, 02.

OLD BUSINESS: No report.

NEW BUSINESS:

- Martha asked Staff Congress how to make the employees aware of organizations requesting volunteer services from NKU employees. It was brought up to put it in the Staff Congress Newsletter or have the organization send Human Resources fliers to disburse to each department. Student organizations maybe interested in getting involved.
- There was a discussion on the Student-Staff Directories and it was suggested to look in NKU-Find It for the latest changes for accurate telephone numbers.
- If employees have a change of address they need to contact Human Resources for an "Address Packet".
- Food Service Committee had concerns regarding food service in cafeteria and will meet as Ad Hoc.

Announcements:

- Roger Klein (90 years old) fell at home and was taken to the hospital
- Opening of the Outdoor Recreation Friday, April 19 with food, games and dunking booth. Will be a day of fun for students and everyone is welcome.

Closed Session: Staff Congress went into closed session.

Adjournment: The meeting was adjourned at 3:03 p. m.

Respectfully submitted by:

Jeanne Papania

Subing for Marilyn Siry