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# ***STAFF CONGRESS***

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Northern Kentucky University ■ Highland Heights, Kentucky 41099

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## **STAFF CONGRESS MEETING**

Thursday, October 16, 1997

AC 722 - 1 pm

**NOTE MEETING PLACE!!!**

### **AGENDA**

- I. Call to Order
- II. Approval of September 11, 1997 minutes
- III. President's Report - Cheryl Torline  
Guest: Sue Roth (on her arrival!)
- IV. President Elect's Report - Claire Newman
- V. Regent's Report - Martha Malloy
- VI. Standing Committee Reports
  - A. Benefits - Chuck Pettit
  - B. Constitution & Bylaws - Janice Rachford
  - C. Credentials & Election - Diana Schneider
  - D. Liaison - Rosanne Rawe
  - E. Policies - Carolyn Walsh
  - F. Salary & Budget - Audrey Riffe
- VII. Subcommittee Reports
  - A. Food Service Advisory - Chuck Harmon/J. B. Losey
  - B. Health Utilization - Peg Adams/Chuck Pettit
  - C. Naming Committee - Shirley Welitzkin
  - D. Transportation - Linda Parks/Mary Chestnut
  - E. Transition Committee - Chuck Pettit
- VIII. Old Business
- IX. New Business
- X. Announcements
- XI. Closed Session
- XII. Adjournment

# STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

## STAFF CONGRESS MINUTES

Thursday, October 16, 1997

AC 722

**Members Present:** Judy Birkenhauer, Gina Bray, Judy Brueggen, Shew Mei Chen, Mary Chestnut, Janice Hankla, Marcia Johnson, Clark Kyle, Pat Lindsay, J.B. Losey, Claire Newman, Linda Parks, Janice Rachford, Rosanne Rawe, Audrey Riffe, Diana Schneider, Marilyn Siry, Allen Thomas, Jr. Cheryl Torline, Peggy Vater, Carolyn Walsh, Cheryl Weber, Shirley Welitzkin.

**Members Absent:** Peg Adams, Debbie Billiter, Ruth Enzweiler, Gail Goedel, Chuck Harmon, Marilyn Henderson, Chuck Pettit, Duane Pontius, Joe Ruh, Charlene Schweitzer, Dan Snow, Nancy Trimbur.

**V.P. Admin:** Absent **Liaison:** Margo Ferrante **Staff Regent:** Martha Malloy **Office Secretary:** Peg Goodrich

**Guest:** Sue Roth, Wellness

- I. **Call to Order** - Meeting called to order at 1:15 pm.
- II. **Minutes** - The September meeting minutes were approved as read.
- III. **President's Report:** Claire will give a report.
- IV. **President Elect's Report:**  
Claire reported that Staff Celebration Day went very well. There were double the amount of nominees this year than last.
- V. **Regent's Report:**  
Martha attended a Regent's Retreat recently which was a very productive day. Much discussion was on the President's Visions, Values & Voices. Football issues will be discussed on October 29 at the regular board meeting. Martha encouraged staff to attend the open board meetings. If there are any concerns or comments, please feel free to call or e-mail her.
- VI. **Standing Committee Reports:**
  - A. Benefits - No report today.
  - B. Constitution & Bylaws - No report.
  - C. Credentials & Elections - No report until spring elections.
  - D. Liaison - The information (new hires, promotions, retirees, transfers) obtained from the personnel office and used in the newsletter, will only be available on the quarterly basis and not monthly as before, due to the computer.
  - E. Policies - Carolyn Walsh and committee are starting to review sections A, B, & C in the Staff Red Book. Comments are welcomed.
  - F. Salary & Budget - Committee received figures and are reviewing them. The proposal that salary increases become a line item has been discussed.
- VII. **Adhoc Committee Assignments:**
  - A. Food Service - No report.
  - B. Health Utilization - Margo stated that the Health Care Packets were mailed to each employee. Please fill out and submit them to Personnel Office by November 14. Health Care Carriers will be available on campus, today, October 17<sup>th</sup> and Friday, October 18<sup>th</sup> in BEP 200 to answer any of your concerns or questions.
  - C. Naming Committee - Nothing submitted to be named.

D. Transportation - The Committee discussed proposals for next year's parking fees. Suggestions for no increase be proposed for the 1998-99 year. But increases will be coming in the future to accommodate maintenance of the new parking garage. Proposal to increase rates of parking violations as follows: Handicapped Parking from \$30 to \$50; Parking Violations \$15 to \$20; Expired Meters \$15 to \$20. The usage of temporary passes are becoming hard to keep up with. Might try a \$2.00 temporary pass available through a machine on campus. Suggestions for upkeep and maintenance might be a decal for garage parking and pay an extra \$.50 fee for NKU affiliates and \$1.00 for off-campus persons. These proposals will be presented to the Student Government also.

E. Transition Committee - No report, Chuck absent.

VIII. **Guest Report:**

Sue Roth, Wellness Office, would like to propose a change regarding the use of the Albright Health Center. In order to encourage a healthier lifestyle with the usage of the F/S Workout Room and the AHC, she is asking opinions about a F/S person being able to designate an exercise partner to be included in a health center membership paid by the employee (one not having a spouse using the facilities.) There will be only one person named for the entire year. This would be on a trial basis for one year. Please respond with your comments or concerns to Sue, x5684, and Staff Congress.

IX. **Old Business:** None

X. **New Business:**

Janet Krebs, who has retired, sent Staff Congress her resignation and a good-bye card. Gail Goedel will be her replacement as a Staff Congress member and on the Policy Committee.

Carla Chance stated that the Reclassification Task Force Committee will review the policies in the Redbook. President Votruba suggests it be done twice a year. It is being done four times a year at the present.

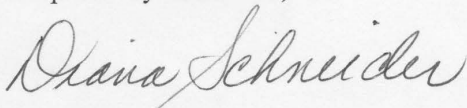
XI. **Announcements:**

Mary Chestnut, Staff Awards Committee, acknowledged the much appreciated help from the Personnel Office on the Staff Celebration Day.

XII. **Closed Session:** None

XIII. **Adjournment:** The meeting adjourned at 2 p.m.

Respectively submitted,



Diana Schneider  
Secretary





# President's Report To The Faculty and Staff

THIS COMMUNICATION IS TO INFORM YOU BRIEFLY AND CONCISELY ABOUT THE PROCEEDINGS OF THE OCTOBER 29, 1997, MEETING OF THE UNIVERSITY'S BOARD OF REGENTS.

## ***RESEARCH, GRANTS AND CONTRACTS REPORTED***

Faculty and staff, through the Office of Research, Grants and Contracts, received 35 awards totaling \$1,261,420 for the period July 1-September 30, 1997. In addition, 23 proposals were submitted requesting \$772,519. "Funds Approved" and "Proposals Funded" represent decreases of 22.4 percent and 7.9 percent, respectively, compared to totals one year ago. The category of "Funds Requested" represents an increase of 12.6 percent and "Proposals Submitted" represents a decrease of 25.8 percent compared to totals one year ago.

## ***CAMPUS PLANNING REPORT***

The dedication ceremony for the new Ceramics and Sculpture Studios took place on Wednesday, October 29. This project had a scope of \$1.7 million. Punch list work continues. The Natural Science Building will be designed by the Lexington architectural firm of OMNI Architects, in association with HOK of St. Louis. The program review phase is nearly complete. Actual design work will begin later this fall. Design is being funded by a \$1.5-million allocation from the 1996 General Assembly. Efforts to achieve construction funding for this facility continue. The project was included on the Capital Planning Advisory Board's list of top 20 projects in the state. The Council on Postsecondary Education will endorse full single-phased funding for the project when it announces its recommendations on November 3. The Lexington architectural firm of Sherman Carter Barnhart, in association with Walker Parking Consultants of Indianapolis, are designing the parking structure. A series of design review meetings have occurred. The schematic design phase is continuing as further site analysis is accomplished. The site originally studied, adjacent to the AST Center, may be too small. Construction should begin in the spring of 1998. This project has a scope of \$3.1-million, and will be financed with proceeds from the parking fee. Design work for the Athletic Fields and Support Facility is being funded with a \$50,000 grant from the NKU Foundation. Browning, Day, Mullins and Dierdorf, an Indianapolis firm with a wealth of athletic facility experience, was selected to design this project. The plan will now be finalized so that phase one design work can begin. Bidding for a new campus entrance sign at U.S. Route 27 will occur this fall. The sign, with a scope of \$120,000, will include an electronic message center. Advertising revenue generated by the electronic message center will supplement available funding, allowing this project to proceed to construction. A phased approach is being used to refurbish the interior of the University Center. The Ballroom renovation is underway and should be complete in early November.

## ***QUARTERLY FINANCIAL REPORT APPROVED***

The Quarterly Financial Report was presented. The results of the financial operations were within the expectations established by the budget.

## ***PRELIMINARY FALL ENROLLMENT ANNOUNCED***

The preliminary enrollment figures for fall 1997 were announced. The fall sessions resulted in a headcount increase of 2.9 percent (from 11,473 to 11,807) and a full-time equivalent (FTE) increase of 4.3 percent (from 8,014 to 8,357). Formula funding is based on FTE enrollment.

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## **BIENNIAL CAPITAL BUDGET REQUEST ADOPTED**

The priorities outlined in the 1996-2002 Six-Year Capital Plan have been carried forward to create the 1998-2000 Biennial Capital Budget Request. This Capital Budget represents a request for state funding, in priority order, for the 1998-2000 biennium. Key priorities for this budget request remain the same as the Six-year Capital Plan, with a new Natural Science Building at \$38-million as the top priority. Land Acquisition at \$2-million remains a high priority and is necessary in order to realize the 1992 Land Acquisition Plan. Chiller Replacements/CFC, the third priority project, is designed to replace existing chillers to eliminate use of the federally banned refrigerant, R-11.

## **ACADEMIC AFFAIRS APPOINTMENTS APPROVED**

The following faculty appointments were approved (all effective August 13, 1997 unless otherwise noted):

**Kathleen Hughes**, Assistant Professor (non-tenure track renewable) and Assistant Director of the Local Government Law Center of the Salmon P. Chase College of Law (effective August 1, 1997); and **Linda Taylor**, Assistant Professor (non-tenure track renewable) and Director of the Local Government Law Center of the Salmon P. Chase College of Law (effective August 11, 1997).

## **ATHLETIC ENHANCEMENT RECOMMENDATION PASSES**

The Board maintained its commitment to enhancement and expansion of Intercollegiate Athletics in accordance with a feasible programming and facilities plan. Under this plan, progress toward initiating a football program will be suspended and efforts will be focused in these areas:

- Development of a financial plan to address the gap between NKU's existing Intercollegiate Athletic funding and the national average for Division II athletic programs. This plan will rely on the student fee, private contributions and general fund support.
- The establishment of a realistic timetable for the implementation of additional sports programs designed to meet Title IX compliance and satisfy the demand for athletic opportunities on the NKU campus. The recommendation for each expansion program must include the anticipated start-up, recurring and facilities costs.

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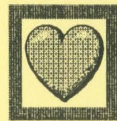
DIANA SCHNEIDER  
CAMPUS RECREATION  
129 ALBRIGHT HEALTH CENTER 00  
MAIN CAMPUS





# Health Issues Days '97

## October 8--Testing Day

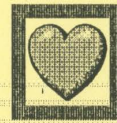
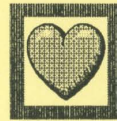


7:00 - 11:00am, call X-5684 for appointment

**Cholesterol test**--a fasting venous draw will provide a complete blood profile at a cost of \$6/employee. Results are private and will be incorporated into a Health Risk Appraisal provided to each participant.

**Vision Screening**--basic vision and glaucoma test provided by *Prevent Blindness*.

**Hearing Screening**--provided by the *Cincinnati Hearing & Speech Center*.



## October 15-- Health Fair

10:30am-3:00pm Albright Health Center Main Gym

Blood pressure screenings, Health info. on the web, Mobile Mammogram sign-up, Nutritionists, Food sampling, Dental health, Ergonomic office furniture, Using Herbs, Massage, Therapeutic Touch, Senior Services of NKy., Fitness testing & equipment, Using gardening as exercise, Vision testing, Self defense class info., Cholesterol test results, 1998 Health Insurance Providers (also on campus 10/16 & 17), Great Prizes, Refreshments and much more.

For more info. call

Sue Roth at X-5684



Yes! I would like to have the October 8 Cholesterol test & Health Risk Analysis for \$6. My preferred time is \_\_\_\_\_ or \_\_\_\_\_.

Name \_\_\_\_\_

Dept. \_\_\_\_\_

Extension \_\_\_\_\_

Return by October 2 to: Sue Roth, Wellness Office, 122 AHC.

**Subject: Football****Date:** Thu, 23 Oct 1997 10:16:11 -0700**From:** Martha Malloy <malloy@NKU.EDU>**Organization:** Northern Kentucky University

**To:** "Allen Thomas Jr." <thomasal@NKU.EDU>, Audrey Riffe <riffe@NKU.EDU>, Carolyn Walsh <walshc@NKU.EDU>, Charlene Schweitzer <schweitzerc@NKU.EDU>, Cheryl Bloomer Weber <weberc@NKU.EDU>, Cheryl Torline <torline@NKU.EDU>, Chuck Harmon <harmon@NKU.EDU>, Chuck Pettit <pettit@NKU.EDU>, Claire Newman <newmanc@NKU.EDU>, Clark Kyle <kylec@NKU.EDU>, Dan Snow <snowd@NKU.EDU>, Debbie Billiter <billiterd@NKU.EDU>, Diana Schneider <schneiderdi@NKU.EDU>, Gina Bray <brayg@NKU.EDU>, "J.B. Losey" <loseyj@NKU.EDU>, Janet Krebs <krebs@NKU.EDU>, Janice Hankla <hanklaj@NKU.EDU>, Janice Rachford <rachford@NKU.EDU>, Joe Ruh <ruh@NKU.EDU>, Judy Birkenhauer <birkenhauer@NKU.EDU>, Judy Brueggen <jbrueggen@NKU.EDU>, Linda Parks <parks@NKU.EDU>, Marcia Johnson <johnsonmd@NKU.EDU>, Marilyn Siry <siry@NKU.EDU>, Mary Chesnut <chesnut@NKU.EDU>, Nancy Trimbур <trimbur@NKU.EDU>, Pat Lindsay <lindsayp@NKU.EDU>, Peg Adams <adamsp@NKU.EDU>, Peggy Vater <vaterr@NKU.EDU>, Rosanne Rawe <rrowe@NKU.EDU>, Ruth Enzweiler <renzweiler@NKU.EDU>, Shew-Mei Chen <chen@NKU.EDU>, Shirley Welitzkin <welitzkins@NKU.EDU>

At a special meeting of the Board of Regents yesterday afternoon, the consultants presented their findings on the football issue, as well as gender equity concerns. At next week's meeting on the 29th, the Board will vote on the matter. I would like to hear from you and your constituents before the meeting. You can call me at #6511 or e-mail me at malloy@nku.edu

I have asked that the consultants' report be put on-line so everyone has access to the information; I also have a copy for your review in my office. Thanks!



**Subject: Football report**

**Date:** Fri, 24 Oct 1997 09:05:58 -0700

**From:** Martha Malloy <malloy@NKU.EDU>

**Organization:** Northern Kentucky University

**To:** "Allen Thomas Jr." <thomasal@NKU.EDU>, Audrey Riffe <riffe@NKU.EDU>, Carolyn Walsh <walshc@NKU.EDU>, Charlene Schweitzer <schweitzerc@NKU.EDU>, Cheryl Bloomer Weber <weberc@NKU.EDU>, Cheryl Torline <torline@NKU.EDU>, Chuck Harmon <harmon@NKU.EDU>, Chuck Pettit <pettite@NKU.EDU>, Claire Newman <newmanc@NKU.EDU>, Clark Kyle <kylec@NKU.EDU>, Dan Snow <snowd@NKU.EDU>, Debbie Billiter <billiterd@NKU.EDU>, Diana Schneider <schneiderdi@NKU.EDU>, Gina Bray <brayg@NKU.EDU>, "J.B. Losey" <loseyj@NKU.EDU>, Janet Krebs <krebs@NKU.EDU>, Janice Rachford <rachford@NKU.EDU>, Joe Ruh <ruh@NKU.EDU>, Judy Birkenhauer <birkenhauer@NKU.EDU>, Judy Brueggen <jbrueggen@NKU.EDU>, Linda Parks <parks@NKU.EDU>, Marcia Johnson <johnsonmd@NKU.EDU>, Marilyn Siry <sirym@NKU.EDU>, Mary Chesnut <chesnut@NKU.EDU>, Nancy Trimbур <trimbur@NKU.EDU>, Pat Lindsay <lindsayp@NKU.EDU>, Peg Adams <adamsp@NKU.EDU>, Peggy Vater <vaterr@NKU.EDU>, Rosanne Rawe <rrawe@NKU.EDU>, Ruth Enzweiler <enzweilerr@NKU.EDU>, Shew-Mei Chen <chen@NKU.EDU>, Shirley Welitzkin <welitzkins@NKU.EDU>

<http://www.nku.edu/~president/football.html>

The football report is on-line as of this morning; you can locate it at the above address. I encourage you to give it a look.

Thanks to those of you who have already sent me your thoughts and opinions.

Martha Malloy



### *Proposal for Health Center Membership benefit expansion*

The F/S Wellness office has proposed that NKU Faculty and Staff Members be eligible to purchase a membership at Albright Health Center for an individual of their choice. This would mean a change in the current wording of Campus Recreation policy\* from "spouse or one dependent" to "plus one individual."

In offering this benefit option, the University is allowing the employee to choose their own workout partner for Albright Health Center. Research studies have shown having a partner raises the probability of continued participation in a fitness routine. In addition, last year the U.S. Surgeon General determined that lack of physical exercise is a major health risk and is now ranked as high as smoking. By making the Albright Health Center facilities more accessible and convenient the University sends a message of encouragement for NKU employees to get involved in their health care through some form of physical activity.

The University will incur no cost for this additional benefit as the employee pays the cost of any membership beyond their own. The ability to control who is utilizing the facility, for both administrative and safety reasons, will be maintained by the Campus Recreation Department.

\*see attached brochure.