

STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

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DEPARTMENT OF PHYSICS
AND GEOLOGY

STAFF CONGRESS AGENDA
Thursday, October 11, 1990
1 p.m.

University Center 108

- I. Call to Order
- II. Approval of September 13, 1990 Minutes
- III. President's Report - Sue Roth
 - a) Presentation by Carla Chance, Margo Ferrante and Lisa Kennedy regarding Training & Development
- IV. Vice-President's Report - Sandi Cunningham
- V. Standing Committee Reports
 - Benefits: Elaine Shafer
 - Constitution & Bylaws: Donna Gosney
 - Credentials & Election: Glenn Strausbaugh
 - Liaison: Lillian Conrad
 - Policies: Shirley Garrett
- VI. University Wide Committee Reports
 - Emergency Evacuation: Virginia Stallings
 - Food Service Advisory: Ron Rieger
 - Health Utilization: Jeff Morehead
 - Library Automation: Peggy Vater
 - Parking & Traffic Control: Donna Gosney
 - Public Safety Director Search Committee: Tom Skinner
 - Wellness Program: Sandi Cunningham
 - Women's Center: Virginia Stallings
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

STAFF CONGRESS

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STAFF CONGRESS MINUTES OCTOBER 11, 1990 UNIVERSITY CENTER ROOM 108

Members Present: Judy Brueggen, Sandi Cunningham, Deedra Derrick, Ruth Enzweiler, Shirley Garrett, Peg Goodrich, Donna Gosney, Terry Hamm, Marilyn Henderson, Edith Hill, Howard Hoffman, Jeannine Holtz, Lola Moore, Jeff Morehead, Nancy Parsley, Ron Rieger, Sue Roth, Shirley Scharf, Elaine Shafer, Annette Simpson, Tom Skinner, Virginia Stallings, Glenn Strausbaugh, Cheryl Torline, Peggy Vater, Charlene Wray, Linda Wright.

Liaison: Margo Ferrante.

Members Absent: Judy Birkenhauer, Gary Easton, Shirley Gallicchio, George Hadesty, Chuck Harmon, Janet Krebs, Barb Martin.

Guests: Carla Chance, Ken Ramey.

I. Call to Order: Meeting was called to order at 1:06 p.m. with a quorum present.

II. Correction to September minutes: change BTLS to VTLS as library automation vendor (VI. University-wide Committees). Motion to approve made and seconded.

III. President's Report - Sue Roth. Carla Chance and Margo Ferrante reported on Personnel Service's upcoming training and development program. Topics were chosen in response to survey results. Specifics will be posted shortly. Suggestions for future topics/speakers are encouraged.

Ken Ramey participated in discussion regarding food services. Future concerns may be addressed to him, Leslie Gebhart, or Ron Rieger.

Lillian Conrad has resigned from Staff Congress. We wish her well.

Bids for a classification consultant are due to the University later this month. Two Staff Congress representatives are needed to work on the classification committee. Let Sue know if you are

interested. The April deadline for classifications to be completed may be extended, but the \$65,000 appropriation will be put to use before the end of the fiscal year.

IV. Vice-President's Report - Sandi Cunningham. No report.

V. STANDING COMMITTEES

Benefits: Elaine Shafer. The committee will be reviewing options for short-term disability benefits, as well as researching cafeteria-style benefits.

Constitution & Bylaws: Donna Gosney. A handout of proposed changes was distributed and discussed. Revisions will be submitted next month.

Credentials & Elections: Glenn Strausbaugh. Working with constitution & bylaws committee on changes.

Liaison: Shirley Scharf has agreed to chair this committee after Lillian Conrad's resignation. Please direct any information to her at x-5309.

Policies: Shirley Garrett. Committee will review University policy on sexual harrassment, terminal vacation/annual leave, and final draft of vacation accrual policy.

VI. UNIVERSITY-WIDE COMMITTEES

Emergency Evacuation: Virginia Stallings. Contents of the manual have been approved, and staff members are urged to read it carefully when it is distributed. Staff Congress has been applauded by others within the University for our efforts in completion of this task. Sirens will be in place November 1. Earthquake training will occur in November.

Food Service Advisory: Ron Rieger. No Report.

Health Utilization: Jeff Morehead. A 10%-15% increase is being proposed by Prucare. Staff Congress members were polled as to whether they would accept a reduction in benefits to bring down this increase. A majority voted not to reduce benefits at this time.

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Library Automation: Peggy Vater. The contract with VTLS has been finalized.

Parking & Traffic Control: Donna Gosney. No report.

Public Safety Director Search Committee: Tom Skinner. Position opening has been posted. Committee awaiting application deadline.

Wellness Program: Sandi Cunningham. No Report.

Women's Center: Virginia Stallings. The Women's Association is meeting October 16 at noon in U.C. 108. A women's health care meeting will follow at 12:30. Call Peg Goodrich for reservations.

VII. Old Business: A concern was raised about the grouping of employment categories used for the Regents Award. The number of employees in each of the three groups did not appear to be very equal. It is suggested that the committee address this for next year's award process.

VIII. New Business: None.

IX. Announcements: None.

X. Adjournment: There being no further business, motion to adjourn was made and seconded at 2:40 p.m.

Respectfully submitted,

Linda P. Wright

Linda P. Wright
Secretary/Treasurer

STAFF CONGRESS

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October 11, 1990

To: Staff Congress

Fr: Constitution & Bylaws Committee

Re: Proposed Bylaw Changes

Article I - Section 2

d) Change six to five and eliminate the Managerial/Supervisory category; category eliminated.

New reading: Two Staff Representatives will be elected from each of the following five employment categories, as defined in the Personnel Policy and Procedures Manual.

e) Change to hold membership at 35.

New reading: Ten at-large Staff Congress Representatives also will be elected. Additional at-large representatives will be elected if a vacancy exists (at the close of nominations) in any employment area or category. These at-large representatives will be elected for a full term.

Article I - Section 5

c) Change to 1) remove excess verbiage; 2) save time appointing new representatives; 3) remove any doubt in the absence of a resignation letter.

New reading: An automatic vacancy occurs when an elected Staff Congress Representative fails to attend three consecutively scheduled meetings since effective representation cannot be attained.

Article III - Section 3

c) 2) Change to allow candidates nominated from the floor an opportunity for introduction prior to the election.

New reading: Nominations from the floor will be accepted at the July meeting with the nominee presenting a brief introduction at the time of nomination.

Article III - Section 4

d) Change to allow representatives on vacation an opportunity to vote by absentee ballot during the election of officers.

New reading: Eligible staff members who cannot vote during the election of officers should be allowed to vote by absentee ballot. Absentee ballot procedures should be determined and announced by the Credentials and Elections Committee.

Committee: Judy Birkenhauer, Judy Brueggen, Ruth Enzweiler, Donna Gosney, Howard Hoffman, Lola Moore, and Jeff Morehead.