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# ***STAFF CONGRESS***

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Northern Kentucky University Highland Heights, Kentucky 41076

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**STAFF CONGRESS AGENDA**  
**Thursday, November 14, 1991**  
**Meeting at 1 p.m.**  
**NOTE: Administrative Center 722**

- I. Call to Order
- II. Approval of October 10, 1991 Minutes
- III. President's Report - Virginia Stallings  
Executive Committee Report
- IV. President-Elect's report - Linda Wright
- V. Standing Committee Reports
  - Benefits: Mary Wilson
  - Constitution & Bylaws: Judy Brueggen
  - Credentials & Election: Tom Skinner
  - Liaison: Shirley Scharf
  - Policies: LaVerne Mulligan
- VI. AdHoc Committee Reports
  - Food Service Advisory: Ron Rieger
  - Health Utilization: Mary Wilson
  - Parking & Traffic Control: Gail Jewell
  - Salary/Budget Committee: Tom Skinner
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

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# STAFF CONGRESS

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STAFF CONGRESS MINUTES  
NOVEMBER 14, 1991  
ADMINISTRATIVE CENTER 722

MEMBERS PRESENT; Judy Birkenhauer, Deedra Derrick, Ruth Enzweiler, Sandy Flora, Shirley Garrett, Jack Geiger, Peg Goodrich, Donna Gosney, George Hadesty, Chuck Harmon, Gail Jewell, Cheryl Lippert, Carol Maegly, Barb Martin, Joyce Moore, Laverne Mulligan, Clair Newman, Shirley Raleigh, Ron Rieger, Sue Roth, Shirley Scharf, Elaine Shafer, Annette Simpson, Tom Skinner, Virginia Stallings, Cheryl Torline, Peggy Vater, Gayle Vaughn, Linda Wright.

LIAISON: Margo Ferrante.

GUESTS: Linda Bray, Ruth Griffith, Peter Hollister, Janet Krebs, Rachel Klink, Rosemary Schlachter, Dennis Taulbee.

MEMBERS ABSENT: Judy Brueggen, Steve Derrick, Marilyn Henderson, Mary L. Wilson, Charlene Wray.

I. Call to order. Meeting was called to order at 1:00 p.m. with a quorum present.

II. Minutes of September 12 - Correction on statement regarding night shift workers holiday pay being "changed", has been noted that it is being "reviewed". All other minutes approved as received.

III. President's Report - Virginia Stallings. Bob Byles has resigned from Staff Congress. Janet Krebs was nominated by Executive Committee to replace him and Congress voted to confirm. Budget cut questionnaire, please respond and return to the Salary Budget Committee as soon as possible. Health Insurance enrollment form due in Personnel on November 22. Establishing Salary and Budget Committee as a standing committee was voted on and approved. Credentials and Elections is in need of new members due to members transferring to the Salary and Budget Committee. If you are willing to serve on the Credentials and Election Committee please contact Virginia Stallings or Peg Goodrich.

IV. President Elect's Report - Linda Wright. Board of Regents Meeting - encouraging staff members to attend. We are still working on having a staff representative on the Board of Regents. Meetings are every three months with the next meeting scheduled for January; meetings, which are open to the public, begin at 4:00 in the President's Board Room.

V. Standing Committee Reports

Benefits: Mary Wilson - Sue Roth report in Mary's absence. No report.

Constitution & Bylaws: Judy Brueggen - Ron Rieger reported in Judy's absence. No report, next committee meeting - discussion of Salary and Budget placement in the Bylaws.

Credentials & Election: Tom Skinner - no report

Liaison: Shirley Scharf - Newsletter did not get out last month due to Editor being on vacation, the October and November newsletter will be combined.

Dennis Taulbee commented on "Enrollment 2000". If Staff Congress has no problem with draft then Cindy Dickens office will move forward. Dennis explained what "Enrollment 2000" is and how it will effect NKU.

Policies: LaVerne Mulligan - met with Margo to discuss what will be happening over the next year and things that are going on right now. LaVerne outlined to Congress those issues discussed with Margo; items which personnel will be reviewing over the next year and paper work which will come to committee for input.

Dennis Taulbee discussed the budget crisis and its effect on NKU. The President's staff will issue to the campus in general, charts which describe how the short-term cuts were taken, if requested by Staff Congress. Dennis will come back and talk about the short-term cuts. He will give a full briefing to the Executive Committee and the Budget and Salary Committee on the short-term cuts. Long term budget cut plans are not anticipated until the end of January.

Peter Hollister introduced Rosemary Schlachter who is coordinating the Capital Gifts Campaign. Rosemary gave a brief description of the Capital Gifts Campaign, describing what the Campaign hopes to accomplish and the Chronology of Key Activities and Events. The Capital Gifts Campaign is working closely with Dr. James Alford and the Foundation.

#### VI. University Wide Committee Reports

Food Service Advisory: Ron Rieger - had a general meeting in order to meet members of the committee. There really is nothing significant to report at this time.

Health Utilization: Mary Wilson - Margo Ferrante reports in Mary's absence. Employees have received their Open Health Insurance Enrollment form. Northern has made commitments to Prudential to monitor health utilization. The committee will continue to meet in the course of the year to review those reports that Prudential provides us and to discuss recommendations for programs that may help reduce health care costs. As our utilization climbs so do the rates.

Parking & Traffic Control: Gail Jewell - No report.

#### VII. Old Business - None

#### VIII. New Business - LaVerne Mulligan discussed a meeting held by Steely Library and Chase Law Library staff.

#### IX. Announcements: Rachel Klink, Student Government Representative, announced the Blood Drive sponsored by Student Government on November 25.

#### X. Adjournment: There being no further business, motion to adjourn was made and seconded at 2:50 p.m.

Next Staff Congress meeting: December 12, 1991, University Center Ballroom, at 1:00 p.m.

Respectfully submitted,

*Shirley Raleigh*

Shirley Raleigh  
Secretary



## NORTHERN KENTUCKY UNIVERSITY

### Proposed Capital Gifts Campaign Projects

#### Endowment For Scholarships

NKU has been referred to as a special place of opportunity for students where dreams come true. This endowment fund, with the opportunity for named scholarships honoring businesses and individuals, will tremendously expand the ability of Northern Kentucky and Greater Cincinnati students to fulfill their dream for a quality higher education experience.

#### Endowment For Faculty Development and Chairs

NKU has an excellent reputation for the quality of its teaching faculty. In the spirit that great teachers are also life-long students, this endowment fund will create opportunities for faculty to further develop their discipline and teaching skills to further enrich the education of students. It will also allow for the addition of specialized scholars through a limited number of named chairs.

#### Endowment For Speakers and Lecturers

A comprehensive teaching/learning environment provides for appearances by acknowledged experts, authorities and scholars whose contributions not only enhance the education and understanding of students and faculty, but are resources to the business and professional communities as well. This endowment fund will allow NKU to reach out to a few, selected speakers each year.

#### Enhancement of Science and Arts Programs

NKU has become the fine arts center for Northern Kentucky and a logical complement to the offerings in Greater Cincinnati. This fund will be used to appropriately furnish and equip the expanded fine arts facility now under construction on campus as well as provide innovation funding for new programs in art, music and theatre, all of which benefit the entire community as well as students and faculty. Updating laboratories and scientific equipment enable faculty to maintain and strengthen excellence in the sciences as well.

#### Library Acquisitions

It has been said that one of the most important assets of any university is the content and quality of its library. State funds are presently being used to expand the Steely Library facility. This fund will allow NKU to broaden and expand its book, publication and periodical holdings and to provide library related equipment and services.

### Improvement of the Campus and Environment

The environment in which faculty teach and students learn can be a major influence on the quality of that endeavor. The Commonwealth has provided buildings, but private support is needed to help NKU improve the setting in which those buildings reside. A more attractive campus is also important to community users of the facilities and to economic development and growth of the region.

### Faculty and Alumni Center

This facility will provide a much-needed place for faculty and alumni to gather for professional and social purposes. As space is available, it will also be used for meetings by business and professional organizations and the community.

### Campus Interfaith Center

College students typically have needs which go beyond the academic -- social, religious and psychological. It is a time of moral and spiritual as well as intellectual growth. This non-denominational center, supported by both the campus ministries and regional church leadership from many faiths, will house a variety of teaching, meeting and sharing opportunities for students, faculty, staff and members of the community.

### Athletic Facilities and Program Enhancement

Most of NKU's outdoor athletic fields are unfinished. Additional fields will expand the opportunity for additional community use as well as for use by NKU teams. This fund will also be used to strengthen the scholarship program for NKU's student athletes.

### The President's Venture Capital Fund

During the Capital Campaign, NKU will continue to depend upon Annual Fund gifts for the financial flexibility to solve problems and seize opportunities as they arise. Increasingly, the Commonwealth will match generous contributions by individuals, corporations and foundations enabling the University to fund expansions and new building projects impossible without cooperative support.

# NORTHERN KENTUCKY UNIVERSITY

## Proposed Capital Gifts Campaign

### Chronology of Key Activities and Events

<u>Timeframe</u>	<u>Activity or Event</u>
Summer, 1991	Identify campus needs (projects/programs)
Fall, 1991	Develop case statement for each project
Fall, 1991	Capital Campaign awareness program for campus constituencies and Foundation Board
Winter, 1991	Select volunteer campaign advisory committee
Spring, 1992	Conduct pre-campaign feasibility study
Summer, 1992	Structure and recruit volunteers for Advanced Gifts (Leadership) Campaign
Summer, 1992	Produce campaign support materials
Fall, 1992	Launch Advanced Gifts Campaign
Spring, 1993	Structure and recruit volunteers for General Campaign
Fall, 1993	Launch General Campaign
Fall, 1996	Victory celebration



# STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

## MEMORANDUM

November 22, 1991

TO: Constitution and Bylaws Committee

Donna Gosney

Gail Jewell

Cheryl Lippert

Joyce Moore

Ron Rieger

Annette Simpson

FR: Judy Brueggen, Chair

RE: Committee Meeting

I would like to call a meeting of our committee on Thursday, December 5 at 12:30 in the Administration Center Room 105. If you are unable to attend, please call me at X 5683.

I've enclosed a copy of the wording of the description of the Salary/Budget Committee that will be added to the list of Standing Committees. Before our meeting, I will investigate what procedures need to be addressed concerning deleting a Standing Committee. Any help you can give on this will be appreciated.

We have also been asked to discuss clarifying (or adding) procedures to be used when replacements are chosen to fill vacancies (Article I, Section 5, d).--Should the people who ran for Staff Congress in the last election, but weren't elected, be asked first to fill vacancies?

Please think about these and any other topics which you would like to discuss.

See you Thursday, December 5.

cc: Virginia Stallings  
Peg Goodrich

enclosure

General purpose/description of the Ad-Hoc committee and the creation of a Salary/Budget Committee (S/B):

The basic objective shall be to study the University budget structure in order to gain a greater understanding of the process.

The S/B committee shall review and report to Staff Congress (SC) the University's biennial budget proposal, the completed budget and the priorities set to allocate operating funds.

The S/B committee shall review and report to SC budget decisions which affect staff positions and salary, benefits and other issues of a budgetary nature. S/B shall pursue the notion of adequate compensation for reasonable service.

The S/B committee shall maintain clear lines of communication between the Administration and themselves to effectively represent those issues/concerns of S/C.