
STAFF CONGRESS

Northern Kentucky University ■ Highland Heights, Kentucky 41099

STAFF CONGRESS MEETING AGENDA

Thursday, August 8, 1996

University Center #108

1 PM

- I. Call to Order
- II. Approval of July 11, 1996 minutes
- III. President's Report - Cheryl Torline
 - A. Orientation
- 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 - Mike Bresser
 - 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 Welitzin
 - D. Transportation - Wilma Daugherty
 - E. Supervisory Training - Jim Parker
 - F. Employee Assistance - Diana Schneider
 - G. Technology Committee - Janet Krebs
 - H. Transition Team - Chuck Pettit
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Closed Session
- XI. Adjournment

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STAFF CONGRESS MINUTES

Thursday, August 8, 1996

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Members Present: Peg Adams, Cheryl Bloomer, Shew-Mei Chen, Wilma Daugherty, Leva Kidd, Claire Newman, Jim Parker, Linda Parks, Chuck Pettit, Linda Pettyjohn, Janice Rachford, Audrey Riffe, Barb Scheben, Diana Schneider, Dan Snow, Jay Stevens, Denise Thomas, Cheryl Torline, Nancy Trimbур, Peggy Vater, Carolyn Walsh, Shirley Welitzkin.

Members Absent: Mike Bresser, Lisa Brewer, Chuck Harmon, Marilyn Henderson, Gail Jewell, Janet Krebs, Pat Lindsay, Rose Morgan, Debra Orth, Joe Ruh, Charlene Schweitzer, Annette Simpson, Glenn Strausbaugh, Allen Thomas, Jr.

V.P. Adm: Carla Chance **Liaison:** Margo Ferrante **Staff Regent:** Barb Herald **Office Secretary:** Peg Goodrich

- I. **Call to Order** - The meeting was called to order by Cheryl Torline at 1:10 pm.
- II. **Minutes** - Minutes of the July meeting were approved.
- III. **President's Report:**

Cheryl reported that there were no problems in Physical Plant Department with the transition switch from night to days. Any savings from the switch could be considered towards vehicle replacement.

The recent reclassification and promotions within the Personnel Department was conducted and recommendations were done by Morehead State from JAQ's submitted by Personnel. The new positions in Administrative Computing are a result of a trainee program for a limited amount of time.

Staff Congress Orientation is scheduled for Tuesday, September 3rd at 8:30 am. Please submit any questions for the administration to Cheryl before August 20.

Staff Regent election will be started in January 1997.
- IV. **Standing Committee Reports:**
 - A. Benefits - Chuck Pettit will be having a meeting this month. Still nothing done on the Tuition waiver, stating no money available. Please be sure to take your vacation time, it will not be transferred or bought.
 - B. Constitution and By-laws - Have not met.
 - C. Credentials & Elections - Elections held in spring and no meetings scheduled till then.
 - D. Liaison - Jim Parker was commended on the nice newsletter. Please get articles to him by the week after regular meeting. Jim needs the Chairs to send him committee meeting dates and times.
 - E. Policies - Mike Bresser, Chair, has been in the hospital with an aneurysm and coma at St. Elizabeth South.

Changes on the Funeral Leave Policy are with Administration to be voted on.
 - F. Salary & Budget - Will meet in September.
- V. **Adhoc Committee Assignments:**
 - A. Food Service Advisory - Chuck Harmon absent.
 - B. Health Utilization - A survey will be sent out about services of vendors with the Health Alliance this past year. Health Issues Day will be October 16, with testing on October 9. Open Enrollment for insurance will be November 15. Enough people have signed up for the Family Dental Program that it will be available this year.
 - C. Naming Committee - Nothing submitted to be named.

- D. Transportation - Wilma had no new reports.
- E. Supervisory Training - Some training classes will start in October.
- F. Employee Assistance Program - Administration states there is no money for this in the near future.
- G. Technology Committee - Chair absent.
- H. Transition Team - Just formed and have no report.

VI. **Old Business:** No old business.

VII. **New Business:**

Jamie Reynolds sent a thank you note for Staff Congress Award.
Staff Awards Day will be coming soon this fall.
Governor Patton will be on campus Wednesday, August 14 at 11:30 am in the Fine Arts Gallery to kick off the Partnership with the Community. Please attend.
Someone brought up that in the past, Personnel would notify employees that they were close to losing vacation days. Margo stated that an accurate account of vacation days are on each paycheck stub.
Staff Congress pins were given out to new members.
Ground breaking for the ceramic building will be in the fall.
The Network Cabling Team project on campus will begin in Landrum Building on Monday, August 12 and last for about 10 days.
Regents will meet with Governor Patton in Frankfort August 24th.
The construction work on the plaza should be done in 2 weeks or so.

VIII. **Closed Session:** Staff Congress did not go into closed session.

IX. **Adjournment:** The meeting was adjourned at 1:45 pm.

Respectively submitted,



Diana Schneider, Secretary