

# STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

## MEMORANDUM

TO: 1989-90 Staff Congress Representatives

FR: Peg Goodrich *peg*  
Office Secretary

DA: August 2, 1989

RE: Meetings Schedules for 1989-90

The Staff Congress meetings will be held on the following dates. All regular Staff Congress meetings begin at 1 p.m., the second Thursday of each month, and will be held in UC 108. If there is a change in the location or date of the meeting due to unforeseen reasons it will be noted on the agenda sent to you prior to the meeting.

### STAFF CONGRESS MEETINGS

July 13, 1989  
August 3, 1989  
September 14, 1989  
October 12, 1989  
November 9, 1989  
December 14, 1989  
January 11, 1990  
February 8, 1990  
March 15, 1990  
April 12, 1990  
May 10, 1990  
June 14, 1990

### CHAIR'S MEETING DATES

September 5th or 12th, 1989  
(Labor Day 4th)  
October 3, 1989  
November 7, 1989  
December 5, 1989  
January 2nd or 9th, 1990  
(First day return Jan. 2nd)  
February 6, 1990  
March 13, 1990  
(Spring Break March 5th-10th)  
April 3, 1990  
May 1, 1990  
June 5, 1990

### EXECUTIVE COUNCIL MEETINGS

July 31, 1989  
September 11, 1989  
October 9, 1989  
November 6, 1989  
December 11, 1989  
January 8, 1990  
February 5, 1990  
March 12, 1990  
April 9, 1990  
May 7, 1990  
June 11, 1990

The Chairs' meetings are held in the Staff Congress Office conference room in AC 105 at 2 p.m., on the first Tuesday of the month.

The Executive Council meet with Dr. Scholes at 2 p.m. in his office on the Monday before the Staff Congress meeting.

After marking your calendars of the meetings you will be attending please put this in your Staff Congress file.

STAFF CONGRESS MIDYEAR REVIEW  
1989-90

JULY

1. Outgoing President remarks; review of pending items
2. Election of new officers; gavel passed
3. Staff Congress Orientation Workshop (July 25);  
24 attended and 21 returned evaluation forms
4. Two resignations (Dewberry/Wilson)
5. Reorganization & Reassignment; Reclassification; Position  
Reclassification System; holding for consultant's report

AUGUST

1. Short-term disability benefit approved; to Dr. Scholes
2. Flow chart and grievance policy draft - recommendation  
approved; to Dr. Scholes
3. Wellness Program under discussion
4. Health Utilization Review in progress
5. Staff Enrichment ad hoc committee appointed
6. Recommended DSA program be returned to Personnel Services
7. Two appointments (Skinner/Morehead)
8. Board of Regents 7/26 meeting attended (Sue/Donna);  
Temporary and Contract Employment policy (T.1-14) approved

SEPTEMBER

1. New secretary (Linda Wright)
2. Appointment (Fisher for Markus)
3. Parliamentarian appointed (Stallings)
4. State-wide Staff Congress meeting attended 9/26; Louisville
5. Agreed to do DSA w/Personnel Services; committee appointed;  
Distinguished Staff Awards program (September 28)
6. Bylaw changes to accommodate nomination procedures
7. Fortunato Report available for review

OCTOBER

1. Review of Bylaws to affect membership/employment areas
2. Short-term benefit survey completed; bids to be researched
3. Grievance policy draft returned to committee for review
4. Health Utilization Review w/premium estimates due 10/13
5. Meeting w/Ray Fortunato; Janet Krebs to serve on University  
Committee to review report w/recommendations to institute
6. Wellness Program coordinator hired
7. DSA committee continue w/proposed Regents Award

## NOVEMBER

1. Personnel Director Search Committee; Ms. Stallings appointed
2. Regents Award explanation w/committee in attendance
3. November Board of Regents report; Sue Roth
4. Financial planning services recommendation to Dr. Scholes
5. Grievance policy draft remains w/one concern
6. Flow Chart on hold (Deans request input)
7. Emergency/evacuation upheaval/no progress
8. Staff Enrichment (10% discount on employee textbooks)  
recommendation to Dr. Scholes

## DECEMBER

1. Christmas Brunch
2. Resignation (Rawe); Hadesty to chair Liaison Committee
3. Regents Award recommendation to Dr. Scholes; committee  
expanded to establish criteria
4. Administrative Affairs assumes responsibility of Emergency/  
Evacuation Committee; will report quarterly
5. Financial planning services information to Benefits Committee
6. Bylaws recommendation (vacancies) approved; vacancies will  
now be filled to have full membership
7. Scholarship to proceed w/purchase of plaques to be located  
AC third floor entrance

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# STAFF CONGRESS

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Northern Kentucky University Highland Heights, Kentucky 41076

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TO: Faculty and Staff

May 1989

Listed below are the representatives on Staff Congress for the next fiscal year. Please retain this for your own reference.

## REPRESENTATIVES ON THE 1989-90 STAFF CONGRESS

### EMPLOYMENT AREA

#### Academic Affairs

Edith Hill  
Pat Markus\*\*  
Ron Rieger\*\*

#### Administrative Affairs

Lillian Conrad  
Margaret Lester\*\*  
Jim Wilson\*\*

#### General Administration

Peg Goodrich  
(open)  
(open)

#### Physical Plant

Chuck Harmon\*\*  
Marilyn Henderson\*\*  
Gladys Smith

#### Student Affairs

Sandy Cunningham  
Sue Roth  
Glenn Strausbaugh

### EMPLOYMENT CATEGORY

#### Managerial Supervisory

Shirley Gallichio  
Josef Gimpel\*\*

#### Office/Clerical

Shirley Garrett  
Barbara J. Thomes

#### Professional

Cathy Dewberry\*\*  
Marjorie Scheller\*\*

#### Service Maintenance

Howard Hoffman  
Lola Moore

#### Skilled Crafts

Gary Easton\*\*  
Chrissie Groh\*\*

#### Technical Scientific

Rosanne Rawe\*\*  
Peggy Vater

### Representatives At Large

Donna Gosney  
George Hadesty  
Jeannine Holtz  
Barbara Martin\*\*  
Donna Messer\*\*  
Elaine Shafer\*\*  
Virginia Stallings\*\*  
Linda Wright

\*\* Denotes representatives serving 2nd yr. term on Staff Congress, others are newly elected for the term from July 1, 1989 to July 1, 1991.



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# STAFF CONGRESS

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Northern Kentucky University Highland Heights, Kentucky 41076

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TO: Staff Congress Representatives

October 2, 1989,

Listed below is an updated list of the representatives on Staff Congress for the next fiscal year. Please retain this for your own reference.

## REPRESENTATIVES ON THE 1989-90 STAFF CONGRESS

### EMPLOYMENT AREA

### EMPLOYMENT CATEGORY

#### **Academic Affairs**

Edith Hill  
Linda Fisher\*  
Ron Rieger\*\*

#### **Managerial Supervisory**

Shirley Gallichio  
(vacancy)

#### **Administrative Affairs**

Lillian Conrad  
Margaret Lester\*\*  
Jeff Morehead\*

#### **Office/Clerical**

Shirley Garrett  
Barbara J. Thomes

#### **General Administration**

Peg Goodrich  
(open)  
(open)

#### **Professional**

Tom Skinner\*  
Marjorie Scheller\*\*

#### **Service Maintenance**

Howard Hoffman  
Lola Moore

#### **Physical Plant**

Chuck Harmon\*\*  
Marilyn Henderson\*\*  
Gladys Smith

#### **Skilled Crafts**

Gary Easton\*\*  
Chrissie Groh\*\*

#### **Student Affairs**

Sandy Cunningham  
Sue Roth  
Glenn Strausbaugh

#### **Technical Scientific**

Rosanne Rawe\*\*  
Peggy Vater

### **Representatives At Large**

Donna Gosney  
George Hadesty  
Jeannine Holtz  
Barbara Martin\*\*  
Donna Messer\*\*  
Elaine Shafer\*\*  
Virginia Stallings\*\*  
Linda Wright

\*\* Denotes representatives serving 2nd yr. term on Staff Congress, others are newly elected for the term from July 1, 1989 to July 1, 1991.

\* Denotes replacement of previously elected member no longer serving on Staff Congress. Will serve out the term until July 1, 1990. Jeff Morehead replaced Jim Wilson, Tom Skinner replaced Cathy Dewberry, Linda Fisher replaced Pat Markus

# STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

## MEMORANDUM

TO: 1989-90 Staff Congress Representatives

FR: Peg Goodrich,  
Office Secretary *Peg*

DA: July 17, 1989

RE: Committee Appointments

Donna Gosney, newly elected president of Staff Congress, announced the following appointments to the standing committees of Staff Congress.

### BENEFITS

Sue Roth  
Gary Easton  
Margaret Lester  
Marjorie Scheller  
Elaine Shafer  
Howard Hoffman  
Sandy Cunningham  
Diane Hunley, Ex-officio

### POLICIES

Shirley Garrett  
Josef Gimpel  
Chrissie Groh  
Edith Hill  
Shirley Gallichio  
Peggy Vater  
Linda Wright  
Janet Krebs, non-rep  
serving Staff

### LIAISON

Rosanne Rawe  
Chuck Harmon  
Pat Markus  
Virginia Stallings  
Gladys Smith  
Barbara Thomes  
George Hadesty

### CREDENTIALS & ELECTION

Peg Goodrich  
Jeannine Holtz  
Barb Martin  
Jim Wilson\* (see below)  
Glenn Straubaugh

### CONSTITUTION & BYLAWS

Ron Rieger  
Marilyn Henderson  
Donna Messer  
Lillian Conrad  
Lola Moore

As stated in the Staff Congress bylaws it is the function of standing committees to provide the Staff Congress with working bodies that entail specific areas of responsibility to enable a planned and coordinated direction for the business of Staff Congress.

New representatives will find a copy of the Constitution and Bylaws attached to this memo for their Staff Congress folder.

We have had two resignations from Staff Congress. Cathy Dewberry serving as representative of the Professional Employment Category is being replaced by the appointment of Thomas Skinner. Jim Wilson of Administrative Affairs Employment Area is being replaced by Jeff Morehead. Final confirmation of these appointments will be made at our August meeting.

**PLEASE NOTE:** There is a need to change the August meeting to August 3rd from August 10th. It will be held in the UC Ballroom at 1 p.m. Please mark your calendar accordingly.

\* To be replaced on committee.

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# **STAFF CONGRESS**

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## **1989-90 STANDING COMMITTEES**

### **PERSONNEL POLICIES COMMITTEE**

Shirley Garrett, Chair  
Chrissie Groh, Co-Chair  
Shirley Gallichio  
Edith Hill  
Peggy Vater  
Linda Wright  
\_\_\_\_\_ (vacancy)

### **PERSONNEL BENEFITS COMMITTEE**

Elaine Shafer, Chair  
Marjorie Scheller, Co-Chair  
Sandi Cunningham  
Gary Easton  
Howard Hoffman  
Margaret Lester  
Sue Roth

### **CREDENTIALS & ELECTIONS COMMITTEE**

Peg Goodrich, Chair  
Glenn Strausbaugh, Co-Chair  
Jeannine Holtz  
Barbara Martin  
Jeff Morehead  
\_\_\_\_\_ (vacancy)  
\_\_\_\_\_ (vacancy)

### **LIAISON COMMITTEE**

Rosanne Rawe, Chair  
George Hadesty, Co-Chair  
Linda Fisher  
Chuck Harmon  
Gladys Smith  
Virginia Stallings  
Barbara Thomes

### **CONSTITUTION & BYLAWS COMMITTEE**

Ron Rieger, Chair  
Tom Skinner, Co-Chair  
Lillian Conrad  
Donna Gosney  
Marilyn Henderson  
Donna Messer  
Lola Moore



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# STAFF CONGRESS

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Northern Kentucky University Highland Heights, Kentucky 41076

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## 1989-90 STANDING COMMITTEES

### PERSONNEL POLICIES COMMITTEE

Shirley Garrett, Chair  
Chrissie Groh, Co-Chair  
Shirley Gallichio  
Edith Hill  
Sandy Jackson  
Peggy Vater  
Linda Wright

### PERSONNEL BENEFITS COMMITTEE

Elaine Shafer, Chair  
Marjorie Scheller, Co-Chair  
Sandi Cunningham  
Gary Easton  
Howard Hoffman  
Margaret Lester  
Sue Roth

### CREDENTIALS & ELECTIONS COMMITTEE

Peg Goodrich, Chair  
Glenn Strausbaugh, Co-Chair  
Ruth Enzweiler  
Jeannine Holtz  
Barbara Martin  
Jeff Morehead

\_\_\_\_\_  
(vacancy)

### LIAISON COMMITTEE

George Hadesty, Chair  
Virginia Stallings, Co-Chair  
Margaret Burlew  
Linda Fisher  
Chuck Harmon  
Gladys Smith  
Barbara Thomes

### CONSTITUTION & BYLAWS COMMITTEE

Ron Rieger, Chair  
Tom Skinner, Co-Chair  
Lillian Conrad  
Donna Gosney  
Marilyn Henderson  
Donna Messer  
Lola Moore



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# **STAFF CONGRESS**

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Northern Kentucky University Highland Heights, Kentucky 41076

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## **1989-90 STANDING COMMITTEES**

### **PERSONNEL POLICIES COMMITTEE**

Shirley Garrett, Chair  
Shirley Gallichio  
Edith Hill  
Sandy Jackson  
Janet Krebs  
Peggy Vater  
Linda Wright

### **PERSONNEL BENEFITS COMMITTEE**

Elaine Shafer, Chair  
Marjorie Scheller, Co-Chair  
Sandi Cunningham  
Gary Easton  
Howard Hoffman  
Margaret Lester  
Sue Roth

### **CREDENTIALS & ELECTIONS COMMITTEE**

Peg Goodrich, Chair  
Glenn Strausbaugh, Co-Chair  
Ruth Enzweiler  
Jeannine Holtz  
Barbara Martin  
Jeff Morehead  
Shirley Scharf

### **LIAISON COMMITTEE**

George Hadeisty, Chair  
Virginia Stallings, Co-Chair  
Margaret Burlew  
Linda Fisher  
Chuck Harmon  
Gladys Smith  
Barbara Thomes

### **CONSTITUTION & BYLAWS COMMITTEE**

Ron Rieger, Chair  
Tom Skinner, Co-Chair  
Lillian Conrad  
Donna Gosney  
Marilyn Henderson  
Donna Messer  
Lola Moore

# STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

## 1989-90 Staff Congress Members Directory

Name	Mailing Address	Extension	Representing
Margaret Burlew✓	Management/Marketing	5114	Appointed (Rawe)
Lillian Conrad✓	Business Services	5575	Administrative Affairs
Sandi Cunningham✓	Registrar	<del>6468</del> 6428	Student Affairs
Gary Easton - call on Tues.	Physical Plant	5454	Skilled Crafts
Ruth Enzweiler✓	Assessment/Planning	6578	Appointed (vacancy)
Linda Fisner	Bio Sciences	5689	Appointed (Markus)
Shirley Gallichio✓	Registrar	6430	Managerial Supervisory
Shirley Garrett w-c-b	WNKU Radio	6500	Office/Clerical
Peg Goodrich	Faculty Senate/Staff Cong.	6400	General Administration
Donna Gosney, Pres.	University College	6550	At Large
George Hadesty✓	Printing Services	5269	At Large
Chuck Harmon	Physical Plant	5548	Physical Plant
Marilyn Henderson	Physical Plant	5293	Physical Plant
Edith Hill	Information Systems	6581	Academic Affairs
Howard Hoffman	Physical Plant	5293	Service Maintenance
Jeannine Holtz	Learning Assistance Center	5475	At Large
Sandy Jackson	Acctg & Budget Control	6459	Appointed (Gimpel)
Janet Krebs	Math/Comp Sciences	5377	Appointed (vacancy)
Margaret Lester	Bookstore	5449	Administrative Affairs
Bob Martin	Dept. of Technology	5440	At Large
Donna Messer	Bursar	5204	At Large
Lola Moore	Physical Plant	5293	Service Maintenance
Jeff Morehead	Computer Services	6596	Administrative Affairs
Ron Rieger	Law Library	5394/6484	Academic Affairs
Sue Roth, Vice Pres	Campus Recreation	6569	Student Affairs
Shirley Scharf	Physics & Geology	5309	Appointed (Gron)
Marjorie Scheller	NKU Foundation	5126	Professional
Elaine Shafer	Chase Law	5344	At Large
Tom Skinner	Accounts Payable/Payroll	6328	Professional
Gladys Smith	Physical Plant	5293	Physical Plant
Virginia Stallings	Communications	5573	At Large
Glenn Strausbaugh	ACT	6373	Student Affairs
Barb Thomes	Dean of Business	5165	Office/Clerical
Peg Vater	Main (Steely) Library	5348	Technical Scientific
Linda Wright Sec'y	Bookstore	5682	At Large

### Ex-Officio Members

Diane Hunley, Past President X5202  
Karen Ogburn, Personnel X6385