

Staff Congress Minutes – December 9, 2013.

Present: Sarah Aikman; Cindy Ash; David Bauer; Kerri Beach; Chris Bowling; Maribeth Carskadon; Jeff Chesnut; Peggy DeJaco; Cheryl Edelen; Tiffany Freytag; Jane Goode; LuAnn Grimm; Whitney Kessinger; Connie Kiskaden; Kathryn Lovold; Amanda Meeker; Gail Messmer; William Moulton; Erin Mulligan; Sue Murphy; Rebekah Richardson; Ron Schultz; Glenn Scott; Mary Ann Trumble; Pam Wagar; Chris Witt; Kristine West; Doug Wells; Carole Ziegler

Absent: Peg Adams; Tina Altenhofen; Chuck Miller; Jeff Varrone; Jenny Wagner; Robert Yelton (M.A.)

Guest: Ken Ramey; Lori Southwood; President Mearns; Steve Meier; Grace Hiles

President Rebekah Richardson welcomed everyone to our December Luncheon, introduced President Mearns, and asked if he had any comments. President Mearns thanked us for efforts, and wished everyone much happiness with our families and loved ones over the holiday season.

Lunch was a buffet of salad, sandwiches, soup, fruit, and cheesecake.

President Rebekah called the meeting to order at 1:04 PM.

Pres Rebekah asked for additions/corrections to the November minutes.

Motion to accept by Peggy DeJaco, Second by Chris Witt, Motion approved.

Staff Regent Report: Steve Meier – no report.

Liaisons Report:

Lori Southwood: Wished everyone Happy holidays, and Thanks for the good work thus far.

Ken Ramey: Ditto. Ken reminded us that Lot S will be closing permanently at the end of the fall semester, and this will put extra pressure on the Kenton Drive garage, and the other nearby lots.

The roof repairs on the Fine Arts Buildings & Steely Library have been completed.

The Plaza project is moving along, and significant progress has been made. The contractor has reported that the construction is scheduled to be completed by the end of December, and all the plaza pathways will be open when the students return to campus for the spring 2014 semester. Some of the planting may occur later in the spring.

There was a record setting number of 11 bidders for the Bonds to finance Campus Recreation Center Project. NKU maintained our A-1 Rating, and was able to secure a 3.73% Interest rate on the bonds. NKU has done better than some of the other Universities across the state in relation to our rating.

The Campus Terrace project to renovate the Lakeside property is scheduled to be completed and the dorms to be open by the Fall Semester of 2014.

NKU's Tobacco Free Policy is scheduled to begin January 2014. It is projected that the emphasis for the Spring 2014 semester will be on training and education for all. Implementation will follow later. Some changes and corrections need to be made, ie: The review process should not include the RPT

Committee. As to Compliance: the first year will be the assessment period. Hope to roll out an Ambassador Program. Tentative schedule for continuous violators: (see page 16 of the Policy) 1st violation – attend tobacco education program; 2nd violation – meeting with Human Resources personnel, 3rd violation – Disciplinary action which could include one day suspension, 4th violation – Disciplinary action which include separation. Carole Z. asked when the punitive actions could be expected, and Ken replied maybe by the Fall semester.

The link to the Tobacco Policy is available from the link home page.
<http://tobaccofree.nku.edu/policy.html>

Information regarding the Tobacco Free Policy has been provided to the Bookstore and Food Services Employees, and our policy will apply to delivery personnel.
Possession of tobacco products is not considered a violation, but usage is considerate a violation.
Parking Lots are considered part of the NKU Campus.

LuAnn Grimes reported that the elevator used by Printing Services leaks when it rains, with water running down the elevator shaft walls. Bill M. reported that there had been a problem with a drain, which had been cleared. Ken said that someone will check on this.

For the Friday, December 6, 2013, closing - Norse Alert sent only text messages. Some confusion on the part of some students who did not get an email and came to campus.
If you did not get any message via Norse Alert, SIGN-UP again.

From the Chairs report, there is concern that there are not enough hand sanitizers in the Food court area, and concern over how the straws are dispensed.

STANDING COMMITTEES:

BENEFITS – no report.

CONSTITUTION & BYLAWS – no report.

CREDENTIALS & ELECTIONS – no report.

POLICIES: Carole Ziegler: Report:

Meeting Date: 12/4/13

Members: Peggy DeJaco, Whitney Kessinger, Dave Bauer, Ron Schulz, Carole Ziegler

Guests: Lori Southwood, Senior Director of Human Resources, and Katie Herschede, Executive Assistant to the President

Next Meeting: 1/22/14

The Policies Committee met on 12/4/13 – Peggy DeJaco, Ron Schulz, Dave Bauer, Whitney Kessinger and Carole Ziegler were in attendance and Lori Southwood, Senior Director of Human Resources, and Katie Herschede, Executive Assistant to the President joined the meeting. Katie gave a presentation of the proposed University Policies website. While this website is still under construction, from all appearances it will be a wonderful resource to the campus community. Information that can be obtained from the website:

- A copy of the policy in question
- Policy approval and revision dates
- Policy listings by area or an A-Z policy directory
- An explanation of the Policy on Policies as well as a listing of the University Policy Review Committee members

Help sections for faculty, staff and student questions

It is anticipated that the new website will be up and running by the end of February.

There was a discussion on the Tobacco Free policy that goes into effect 1/1/14 and the consequences of violating the policy. There is a Tobacco Free Task Force Recommendations Report that describes the consequences of policy violation for students, faculty and staff. I have asked Ken Ramey to speak to this report at the 12/12/13 Staff Congress meeting. There has been concern expressed over the consequences of policy violation being fairly implemented among faculty, staff and students.

Dates were firmed up for the spring meetings of the Policies Committee.

OUTREACH: Amanda Meeker: Report:

Committee working on NKU GIVES (formerly Dress for Success)

Asking for suggestion for the next Newsletter.

Looking into the possibility of adding a question/comment line to the Staff Congress Web Site.

SCHOLARSHIP: Kate Lovold: Report:

The committee has received 12 applications for the Book Awards. Will meet on Wednesday, select the winners, and notify the winners by Thursday.

The application deadline for Incoming students is January 15, 2014.

The application deadline for returning students is March 15, 2014.

TECHNOLOGY: Jeff Chesnut: Report:

The IT Home page has a list of the Outages for December, as the sites and programs are updated.

The Help Desk will be closed December 24 – 26, 2013.

Also on the IT home page there is information about the Adobe Creative Cloud.

TRANSPORTATION: Bill Moulton: Report:

Thanks for the Friday, December 6 closing.

The committee is investigating the Tank Bus Loop routes and schedules, with perhaps expanding same if money is available.

FOOD SERVICE ADVISORY: Gail Messmer: Report:

Asked about the location of Hand Sanitizers in the Food Court area.

Questioned the way the straws are dispensed-not very sanitary.

Mondo subs – this is a brand name, and they cannot sell smaller versions of their sandwiches.

Smaller sandwiches may be made available at Fresh Fusion.

For their next meeting, the Food Advisory Representative was asked to bring up the punch cards for soup & coffee at the Outtakes locations. Please contact Gail Messmer or Cindy Ash if they want anything brought to food advisory committee' s next meeting.

PRESIDENT'S CLIMATE COMMITMENT - no report.

WELLNESS – no report

BENEVOLENT: Peggy DeJaco Report:

Thank you, thank you, thank you for sending in soup and desserts for the luncheon yesterday!!! We had a record number of soups-30 crockpots! The winners were:

1st place-Jim Raleigh (IT-Customer Systems)-White Chicken Chili

2nd place-Sandi Wilder(Campus and Space Planning)-Vegetable Beef
3rd place-Cheryl Edelen (Steely Library)-Cheesy Potato

We have had several requests...If any of you would like to share your recipe, please send to Debbie Kelly at kellyd@nku.edu Over the years she has been compiling a booklet of the recipes from the Soup and Desert Luncheon and the Chili Cook-off. Someday (keep your fingers crossed) in the future we may have enough recipes and resources to create an NKU Cookbook.

We raised a total of \$1,591.00 in Cash. Hours of service donated=552 hours of sick time and 175.5 hours of vacation!

Many, many thanks for helping us make this fundraiser a huge **success!!!** See you at the Chili Cook-off on March 4, 2014!!!

Roundtable Report:

Cheryl and Kerri are combining their individual report, and will forward the combined report to President Rebekah, and the Committee.

Old Business: NONE

New Business: NONE

ANNOUNCEMENTS:

President Mearn's Annual Faculty/Staff Holiday Dessert Reception is Wednesday, December 11, 2013
From 1:00 to 2:30 pm in the Student Center Ballroom.

The PING-PONG Match between Pres Mearns and AD Buthof has been postponed.

Motion to adjourn by Peggy DeJaco, Second by Connie Kiskaden, Motion carried.
Meeting adjourned 1:50 pm.

Respective submitted
Cheryl Edelen