

Staff Congress Regular Meeting Minutes
May 14, 2015 UC Ballroom

Members present: Cindy Ash; Tina Altenhofen; Tom Barnett; Kerri beach; Tracy Brate; Tiffany Budd; Chris Bowling; Sara Conwell; Cheryl Edelen; Debbie Kelly; Whitney Kessinger; Connie Kiskaden; Katie Lovold; Amanda Meeker; Sue Murphy Angel; Josh Neumeyer; Ron Schulz; Lori Thaxton; Mary Ann Trumble; Dennis Sickinger; Mary Beth Ward; Pam Wagar; Mike Walter; Chris Witt; Doug Wells; Robert Yelton; Carole Ziegler

Members absent: Peg Adams; Corbin Fox Ash; David Bauer; Jeff Chesnut; Mary Beth Dawson; LuAnn Grimm;

Guests: Ms. Kim Scranage, Vice President for Enrollment & Degree Management and Dr. Vickie Natale, Assistant Vice President, Planning and Institutional Research. Lori Southwood, Senior Director HR; Ken Ramey, VP Admin Finance; Steve Meier, Staff Regent; Justin Aromas-Janosik; Grace Hiles

Call to Order: The meeting was called to order at 1:39 p.m. by President, David Bauer.

Minutes: Motion to approve by Josh Neumeyer, seconded by Chris Bowling, motion carried

Guest Presentations: Ms. Kim Scranage and Dr. Vickie Natale presented on the Enrollment Landscape – Building on our base knowledge. In the presentation they revisited the fall information and talked about winter enrollment and its impact on spring. Then they went over the spring enrollment figures in more detail. We have requested a copy of the presentation so that we can attach it to our minutes.

Staff Regent's Report: Steve Meier reported on the Board of Regents meeting. Items that were covered were the move to the Horizon League which will be effect July 1, 2015. Additionally Steve covered Board approvals which included two new programs, two faculty to Emeritus status, two revised policies and one posthumous degree. I have attached a copy of Steve's presentation to the minutes.

Vice President for Administration & Finance: Ken Ramey had no new construction updates. Callahan dining renovations are now underway and should be complete in the fall. Chief Jason Willis will be leaving the university. May 31st will be his last day. The Health Information Center groundbreaking ceremony will probably be in the fall, construction will start later probably in the spring.

Human Resource Liaison: Lori Southwood announced there would be a few Benefits NKU Educator CC classes on saving money, purchasing a car, credit scores. Another topic discussed and Lori asked everyone to save the date of June 16th for the 1st Staff Development Day. Lori explained this is dedicated to staff engagement/ professional development. There will be a Keynote Speaker from Australia.

During the Fuel the Flame process it was incorporated into the strategic plan for development and leadership for all employees. This day is for staff. Lori met with leadership of Staff Congress to get Staff Congress more involved. Staff Congress will be engaged more for feedback and planning.

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Lori went on to explain that each year we look at goals. This is one of our goals and Human Resources is taking the lead on roll out but wants to have it become staff for staff.

June 16th should be full participation so they are looking at staff coming in and your work assignment for the day will be this full day session.

There will be some pre-work. The focus is on our strengths. A survey link with NKU code will be sent out to all staff to help identify what your character strengths are and to explore our strengths and strengths of others.

President's Report: Dave Bauer announced that the President Elect and the Secretary positions will be vacant beginning with the new term. Dave asked everyone to at least consider running in July for one of these executive team positions.

Standing Committee Reports:

Benefits: We discussed another summer "recess" event which would provide staff with the opportunity to brown bag it and enjoy meeting other staff while participating in various activities that could be associated with a school recess, including music, corn hole games, hula hoops, sidewalk chalk, jump rope, and hopscotch. We are exploring possible donations for drinks and/or ice cream, and have received an orientation schedule to help facilitate finding a good date for the recess.

We are exploring possible ways to get staff involved in the Welcome Week activities in August.

Constitution & By Laws: First reading of the current Section 5 regarding vacancies which was last amended in June 2008 and the revisions. A copy of the document with the existing text and revised text is attached.

Credentials and Elections: Elections are online and were in process 4/10 to 4/24/15

Reviewed nomination process:

- i. Received 22 nominations. Had 17 vacancies
- ii. Categories: 15 Academic Affairs; 4 Administration & Finance; 1 Director; 2 Student Affairs; 1 Facilities Management
- iii. New nominees: 12, Returning Nominees 10

Elections closed 4/24/15 and the committee can now report that all nominees have been contacted.

- iv. Newly Elected Returning Members: 8
- v. Newly Elected Members: 3

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- vi. Newly Elected Filled Vacancies: 6 (2 returning members and 4 new members)

Policies: The committee began the review of the Ethical Principals and Code of Conduct policy. Differences between the current policy and the version from 2005 were compared and noted. Concerns from Faculty Senate were reviewed. The committee will meet with Dawn Bell-Gardiner and work with her to begin the revision of the document.

It was discussed that the Staff Regent Election Rules and Regulations need to be updated and this task will be started soon. In the rules and regulations it states:

“Staff eligible to run for Staff Regent are full-time regular staff with three or more consecutive years of service that could include grant or contract service. An exception to this is the Staff Congress President who is not eligible to run during the duration of his/her term as President.”

The Staff Congress President should be able to run for Staff Regent as long as the two terms do not overlap. When the Staff Congress President’s term ends on 6/30 and the Staff Regent begins on 7/1, there would be no conflict. Currently the rules and regulations prevent a person who holds the position of Staff Congress President (whose term ends on 6/30) from being permitted to run to hold the position of Staff Regent that begins on 7/1. This revision will be started and taken through the proper channels for change.

Outreach:

Report from Faculty Senate Meeting:

No report this month

Report from SGA

No report this month

SC Newsletter

Next edition will go out May 20th. Deadline for articles is May 18th. Suggestions for articles, additions or changes to formatting, etc. are welcome. Please let Tracy or Ron know. Our goal is to make it a useful tool for staff. No newsletter or BOR in summer.

Scholarship: The winners for the returning student and incoming freshman scholarships and book awards have been picked. We are waiting on the names of the winners from Financial Aid and will inform recipients and congress as soon as we have them. We received four applications for the incoming freshmen scholarship (100% better than last year) and 6 applications for the returning student scholarship which is down one from last year.

Technology: No report

University Committee Reports:

Transportation Advisory: No Report

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Food Service Advisory: No Report

Regent's Distinguished Service Award: No Report

President Climate Commitment: No Report

Wellness: While the spring activities presented by Wellness are not held during the summer, health coaching and massages are available over the summer. Linda Hoffsis, our health coach, is available on Mondays and Thursdays for the next week, and will be available on Thursdays from 8am to 4pm after Memorial Day. Massages are available by appointment. See the Wellness website for details on how to schedule your coaching session or massage.

Benevolent: No Report

Ad-Hoc Committee

A. Roundtable/Panel of Discussion: No Report

Old Business: None

New Business: None

Announcement: Next Meeting will be the Scholarship Luncheon and meeting. It will be held in UC 135.

Adjournment: Motion to adjourn the meeting was made by Chris Witt, seconded by Tom Barnett. Motion carried. The meeting was adjourned at 3:07 p.m.

Attachments/Presentations:

Steve Meier Regent report

Spring Enrollment & Census Update

First Reading of an Amendment to Staff Congress By-Laws



Steve Meier Board of Regents May 2015 O



Spring 2015 Enrollment Presentati



2015 Spring Census Profile