

**Members present:** Tina Altenhofen, Cindy Ash, Tom Barnett, David Bauer, Chris Bowling, Tiffany Budd, Christopher Charnegie, Jeff Chesnut, Megan Cowherd, Rebecca Cox, Quentin Daniels, Christopher Dolhancryk, Jennifer Gonzalez, Dave Groeschen, Mike Irvin, Erika Jay, Deanna Karam, Katie Lovold, Katy McBryan, Josh Neumeyer, Amberly Nutini, Kimberly Sanders, Dennis Sickinger, Terri Smith, Ryan Straus, Lori Thaxton, Collette Thompson, Mary Ann Trumble, Chris Witt

**Members absent:** Sara Conwell, Donna Neace, Krista Rayford, Steve Slone, Walter Smith, Pam Wagar

**Guests:** Janel Bloch, Grace Hiles, Sue Hodges Moore, Sue Murphy-Angel, Arnie Slaughter, Lori Southwood; Jane Bratton, John Gaffin, Emily Rudd, Brandon Nesbitt, Tiffany Mayse, Ward Wenstrup, Ashley Coates, Ashley Gray, Jenny Young, Heather Crabbe, Tiffany Freytag

- I. Call to Order – 1:01pm
- II. Approval of December 14, 2017 minutes
  - A. Correction: Walter Smith was listed in both the present and absent lists; he should have been marked absent.
  - B. Motion to approve minutes as corrected made by Chris Witt and seconded by Lori Thaxton; approved by voice vote with no opposition or abstention
- III. Guests
  - A. Allen Cole, Registrar, provided an overview of a proposal to transition to a 15-week semester.
    1. Allen reviewed the findings and recommendation of the committee charged with investigating implications of a potential shift from 16-week fall and spring semesters to 15 weeks, as explained in the memo which follows this month's committee notes.
    2. Denny Sickinger asked what impact shorter semesters might have on student spending for ancillary activities (food, laundry, parking, etc.) – would this be a disadvantage? Arnie Slaughter noted there would be no impact on the schedule or rates for housing, because the dorm schedule would be very similar to what it currently is; there may, in fact, be new opportunities to have students on campus for activities leading up to the semester (orientation, etc.).
    3. Tiffany Mayse asked about the implication for ½ semester classes, and Allen indicated that our current 8-week structure will be changing to two 7-week sessions anyway, so these will fit within the proposed 15-week sessions, allowing a week between the two sub-sessions.
    4. Jeff Chesnut asked where the two weeks would be removed; essentially, would both spring and fall start later, or some other configuration? Allen shared a hypothetical calendar which projects dates for several years out, with the fall and spring semesters starting one week later, but ending at the same time, and allowing 4 full weeks for winter session between the two, and a summer semester which would be approximately the same as it currently is. This is simply an example; decisions have not been made about whether this will be implemented, or the details of exactly when and how.

- 
5. Janel Bloch asked if there were any discussions surrounding faculty pay increases or decreases in concert with the schedule changes; Allen indicated the question was posed, but no decisions or assumptions were made.
  6. Jeff Chesnut asked if any research was done regarding the benefit to students of a longer break to refresh/recharge between semesters; Allen also noted the flip side of this, in which students may be gone for awhile and then choose not to come back.
- B. Emily Sumner, Director of Benefits, provided a brief presentation about the different KERS participation tiers and other relevant retirement information.
1. Emily reviewed a variety of information about the various tiers and factors related to the KERS retirement system, including monthly retirement benefit, health benefits, and retirement process; see attached slides with contact information for both KERS customer service and Emily if you would like to review your particular KERS status in more detail.
  2. Additional education sessions will be available for employees age 50+ during February ([Register here](#)), and trainings for employees under age 50, as well as specific to Tier 2 and 3 employees, are forthcoming – keep an eye on the registration website for future sessions.
  3. Changes to KERS benefits may be made by the state legislature, and Emily encouraged employees to gain a clear understanding of their own individual current benefits, so they will have a basis for understanding whatever changes might be made.
  4. Mike Irvin asked about “vesting” – Emily explained that this basically equals ownership, and that employees always own the dollars they contribute to KERS, but the dollars NKU contributes can be lost depending if you leave the university before retirement, depending upon the specifics of the situation.
  5. Emily reiterated that there are many variables among the different plans, and potential differences between not only the three tiers, but for employees within the same tier. It’s imperative that one employee not make assumptions about their participation details based on information specific to another employee, because it may not be the same.
- IV. Liaison Reports
- A. Board of Regents – Staff Regent Arnie Slaughter
1. The Board of Regents most recently met yesterday, January 10, 2018.
  2. Information was shared regarding the pending one-time budget cut of approximately \$516,000 for the current fiscal year across the entire institution; Sue Hodges Moore added this was at one time projected to be as much as \$5 million, so better news than the status prior to the holiday break.
  3. Invest in Success: See the email from Interim President St. Amand on January 10 (following these minutes), and contact your legislators to express your support by completing a brief form to be sent to them. Note there is a verification code which may be delayed or appear in your spam/quarantine mailbox; look for it and follow up to be sure your messages are sent.
  4. President Vaidya will be on campus at various times between now and July 1 when he joins us full time, so you may see him around.

- 
5. Homecoming is right around the corner, and includes the 50<sup>th</sup> Anniversary celebration and the Ying Yang Twins – there are many ways to be involved, and feel free to [email Arnie](#) for more information.
- B. Executive Team / Administration & Finance – Senior VP Sue Hodges Moore
    1. Health Innovation Center: the construction contract for Au Bon Pain has been awarded, and progress on the building's interior continues
    2. Parking: Auxiliary Services is continuing to consider options for a tiered rate for parking passes
    3. Budget: as noted above, further information to come regarding the pending budget cuts, and ideas for cost reductions savings are welcome any time.
    4. Information Technology: computer replacement process for this year will aim to replace one computer per person for anyone who has not received a new machine in the past two years; further details will be communicated through Deans/Directors.
  - C. Human Resources – Senior Director Lori Southwood
    1. January's strength is Self-Regulation – in whatever form it takes for you, practice being well and healthy!
    2. Pathways to Engagement: new training options through NKU Strong will be posted soon, and email notification sent when they are available for registration.
    3. Payroll: Information regarding 2017 W-2s was emailed to employees January 10, and enrollment for online 2018 W-2s is available now through December 31; tax changes due to the new federal legislation will be implemented as applicable (e.g., moving expenses for new hires are now taxable, regardless of whether they are paid to the employee or the moving-related vendor).
  - D. Faculty Senate – Dr. Janel Bloch
    1. Open forums with President Vaidya to be scheduled soon
    2. Reviewing concerns with phased retirement as it relates to tenure, in order to resolve inconsistencies between the *Faculty Handbook* and other documentation.
    3. Individual committees are also reviewing the 15-week semester proposal
    4. Budget committee continues to examine equity and compression, especially in light of last year's pay increases.
  - E. Student Government Association – Sami Dada / Erica Bluford (no report)
- V. President's Report – Katie Lovold (no report)
- VI. Standing Committees:
- A. Benefits – **report**
  - B. Constitution & Bylaws – no report
  - C. Credentials & Elections – no report
  - D. Outreach – **report**
  - E. Policies – no report
  - F. Scholarship – no report
- VII. University Committees:
- A. Benevolent Association – no report
  - B. Food Service Advisory – no report
  - C. IT Advisory Committee – no report
  - D. Regent's Distinguished Service Award – no report
  - E. Sustainability – no report
  - F. Transportation – no report

- 
- G. Wellness – **report**
  - VIII. Ad-Hoc Committee
    - A. Roundtable Discussion – no report
  - IX. Old Business
    - A. Joint Committee on Tobacco Free Policy (Erika): Planning an initial meeting with SGA
    - B. KERS Update – pending further legislative action
  - X. New Business
    - A. Staff Congress and Staff Regent election information is now on the Staff Congress website. Staff Regent nominations due by Friday, February 2.
    - B. Tina Altenhofen mentioned seeing NKU Basketball commercials featuring only the men's team, and wondered why this was the case, when the women's team is also quite accomplished. Katie will look into this.
  - XI. Announcements
    - A. Collette Thompson asked if there might be interest in having a Staff Congress team to run or volunteer for the Heart Mini-Marathon? [Contact her](#) if you might want to do it – maybe we'll get a Staff Congress vs. Faculty Senate rivalry going?
    - B. REMINDER – Staff Congress Night for Men's Basketball is Friday **January 19**, 2018 in the President's Suite – [email Katie](#) if you are still interested in attending!
    - C. Save the Date: the Benevolent Association Chili Cookoff will be Wednesday March 28<sup>th</sup> at 11am in the UC Ballroom
    - D. February Guests: Interim President St. Amand and/or AVP for Government & Community Relations Adam Caswell will join us to share information about Invest in Success 2.0 – Finish the Job!; Procurement Card Administrator Holly Vasquez will join us to provide some helpful hints, best practices, and information about frequently asked questions related to use of NKU Visa cards by employees.
  - XII. Adjournment – Motion to adjourn made by Ryan Straus and seconded by Erika Jay; approved by voice vote with no opposition or abstention and meeting adjourned at 2:28pm.

## Benefits Committee Meeting Minutes

Date: Jan. 9, 2018 at 2:00pm in GH 570  
Present: Kim Sanders, Ryan Straus, Lori Thaxton, Pam Wagar  
Absent: Chris Bowling, Jennifer Gonzalez  
Guests: --

### Highlights to be shared:

- Staff/Faculty Basketball Double Header is Feb. 8, 2017. The women play at 5:00pm and the men at 7:30pm. The employee and one guest will get free admission.

### Other Discussion:

- We discussed promotion of the Staff/Faculty Basketball Double Header games. When the notice first goes out, we request that everyone post it in their areas so we can get significant participation.
- We talked about the tuition waiver program and asked that we talk to our constituents to gather questions and/or suggestions to be considered to our February Benefits Committee meeting. Lori Southwood will be attending that meeting to discuss this benefit.
- Human Resources will be presenting seminars on Social Security, Medicare, TIAA Cref, and Wills and Trusts for those approaching retirement starting Feb. 8. Register for the seminars on the IT training website.

**Next Meeting: *February 6, 2018 at 2:00pm in GH 570***

**Outreach Committee  
 Meeting Minutes**

Date: January 3, 2018, University Center 245  
 Present: Mike Irvin, Deanna Karam, Krista Rayford, Collette Thompson  
 Absent: *Walter Smith*  
 Guests: *none*

**Discussion:**

- The first Lunch & Learn of the year will be offered on Thursday, January 18. In collaboration with the Elections Committee, the focus in on the upcoming Staff Regent and Staff Congress elections.
- We offered this event last year and felt it was useful to those considering running for one of these leadership positions.
  
- We are working on two other Lunch & Learns-
  - Tuition Waiver
  - Resources for creating a more diverse pool of job applicants
- Both will occur before the end of June. We should have dates nailed down by the next meeting.
  
- We also had some discussion regarding the importance of Staff Congress attendance at Faculty Senate meetings. We will continue to discuss this matter with Staff Congress Council of Chairs as well as the Executive Committee.

**Next Meeting: 1/31/18, 9:30-10:30am, UC 245**

Guests are always welcome to our meeting. Please email [thompsonc7@nku.edu](mailto:thompsonc7@nku.edu) to be sure the meeting is happening.

Month	Date	Location
(** indicates variation in schedule or location; Not all of the meetings scheduled may be necessary; committee will decide this on a month-to-month basis )		
<b>2018</b>		
January	** 1/31/18 **	UC 245
February	2/28/18	** SU 105 **
March	3/28/18	UC 245
April	4/25/18	UC 245
May	5/23/18	UC 245
June	6/27/18	UC 245

## Wellness Report for January 11, 2018

Don't forget to check out the spring health workshops presented by Airrosti Rehab Centers which start January 24. This semester, there will be a series on your back and three foam roller and lacrosse ball clinics. For more information and to register, see the Wellness website under upcoming classes and events.

Power Ball classes are returning this term at 12-12:30pm Tuesdays and Thursdays beginning January 16. There is also a 20-minute Restorative Stretch class presented on Tuesdays and Thursdays from 12:30-12:50pm. For more information and to register, see the Wellness website under upcoming classes and events.

You can also participate in the Cultivating Connections Group which meets on the second and fourth Wednesdays of each month in UC 335.

Free blood pressure screenings return in February. The schedule is on the Wellness website.

A new Fresh Start Tobacco Cessation Class begins in February, also. For more information and to register, see the Wellness website under upcoming classes and events.

The Monday Mile Group Walk will resume on March 12, 2018.

To: Sue Ott Rowlands, Provost and Executive Vice President for Academic Affairs  
From: Allen Cole, University Registrar at NKU

Subj: Shortened Semester Recommendation

FINAL: Jan 4, 2018

**The recommendation is that the concept is worth exploring campus-wide.**

***Rationale:***

Supporting student success and the educational experience are key motivations, whereby shortening each of the two semesters of Fall and Spring by one week could provide the following:

- a. more options for an enhanced and robust Winter Session
- b. consistency between all 3 semesters (Fall, Spring, Summer) as each would have 15 weeks available for instruction time
- c. a better alignment with the emerging 7-weeks sub-sessions that will happen over all semesters.

The two models that were examined and compared directly to NKU were UC and WKU. But, each does not fit exactly to NKU current needs, from an overall structure perspective. Aspects of each were helpful, however. The new energy at NKU around online and 7-weeks sessions, which will be held year-around, is a factor to build into the calendar. So, shortening the two main semesters by 1 week could yield some structural benefits. We could add 1 week to Summer (for consistency of 15 weeks for every semester) and have more strategic time between semesters, for processing and preparation.

Winter Session would remain as is, with its niche and purpose, but have an additional week.

***Notable Impacts to explore:***

The group also explored possible class time period grids that would need to be scrutinized by the campus, as time periods would change (e.g. 50 min periods become 55 min). And maybe a change to 15 minutes between classes could be made. The impact on campus space utilization is another factor to be considered, as there would be less class periods than currently exist, but with HIC/Founders, then there are potentially more classrooms available for use. Also, must determine how science/weekly labs fit into such a revised class schedule.

A noticeable change will be the start of Spring Semester classes on the Tuesday after MLK holiday, which adds 1 week to Winter Session and allows for more preparation time for the Spring semester.

Spring Break needs to be placed between the two 7-weeks sub-sessions.



Conversely, Fall Semester would not feel much different, except to start a week later in August. The December commencement would be the same time as current. The two days of fall break should be changed, either eliminated or moved to one day off, on a Friday, where less impact would be felt in lost class instruction time.

***Other considerations:***

Some Summer related questions are: a) What is the impact, if any, on financial aid? b) What is the impact, if any, on faculty work load and 10-month faculty contracts, c) What is the impact, if any, on Summer camps or special groups (Governor's Scholars), and d) What academic polices might need to be changed?

The 5-week MBA sessions would have less time between each session in Fall and Spring Semesters, but Summer *might* allow for an additional MBA session.

Starting a week later in January would help with the arrival and orientation of international and transfer students.

Teaching placements for education students in local schools may need adjusting, due to a later start in Spring Semester.

***Other items specific to the Provost's charge:***

- a. SACS and federal requirements can be fulfilled with properly planned class times.
- b. Review of peer institutions shows that within the KY publics only WKU uses the shorter semester length. UC and other Ohio colleges use the shorter semester, as well.
- c. The NKU admission office has not noticed any competitive disadvantage when recruiting students who are also considering WKU or UC.
- d. Best Practices can be fulfilled by adjusting the allocated class minutes as needed.

***The 11 members of the Work Group are:*** Allen Cole, University Registrar

Frank Robinson, Norse Advising	Frank Braun, Chair of the Council of Chairs
Mary Paula Schuh, Campus Planning	Arnie Slaughter, Student Affairs
Susannah Coaston, Faculty in Counseling	Traci Freeman, Nursing Faculty
Ben Jager, President's Office	Francois LeRoy, International
Keith Walters, Chemistry Chair	Diane Williams, Learning PLUS

The Academic Affairs Council endorses this recommendation at its meeting on 1-4-2018.

# Information sources

---

- [www.kyret.ky.gov](http://www.kyret.ky.gov)
- 502-696-8800
  
- Personalized benefit calculations under Benefit Estimator
- Must have PIN to set up log in
- Once set can access Benefit Estimator to model benefits

# Contact Us

---



- NKU HR
  - Emily Sumner
    - (859) 572-6387
- KERS
  - Customer Service
    - (502) 696-8800

**From:** nkunews-bounces@listserv.nku.edu  
**To:** [nkunews@listserv.nku.edu](mailto:nkunews@listserv.nku.edu); [nkustudentnews@listserv.nku.edu](mailto:nkustudentnews@listserv.nku.edu)  
**Subject:** [NKUNEWS] NKU Needs Your Help  
**Date:** Wednesday, January 10, 2018 1:33:46 PM  
**Importance:** High

---

Students and Colleagues:

We need your help, and it will only take a few minutes of your time to make a lasting impact on our university.

On January 16, Governor Matt Bevin will deliver his budget address to the state and will unveil his version of the two-year spending plan for the Commonwealth. Because of many factors, but especially because of the state's pension crisis that also has a drastic negative effect on NKU, it is expected that the budget proposal will recommend funding reductions for higher education.

Two years ago, the state finally recognized NKU was underfunded compared to our peer institutions and appropriated half of the acknowledged disparity amount: \$5.1 million. This funding has allowed us to do things that would have been otherwise impossible, like keeping tuition affordable, investing in faculty and staff, and making long-awaited maintenance improvements on our campus.

However, we need to remind our elected officials that only half of the disparity was remedied in 2016, and in this upcoming budget we need the other \$5.1 million to put us on a level playing field.

We recognize the tough decisions Governor Bevin and our legislators must make due to the pension crisis, as we are greatly impacted ourselves. Just over the past eight years, our payment to the state pension system has increased from \$2.6 million to \$18.3 million, and, without significant pension reform, our payment to the state pension system will increase to \$31 million next fiscal year. This will consume 60% of the dollars Frankfort appropriates for us.

Because of these challenges facing the Commonwealth and NKU, we recognize the importance and urgency of meaningful pension reform to establish a new, sustainable pension system that is financially feasible for the Commonwealth and our university. We'll continue to work with our elected officials to identify an adequate outcome.

For now, we must keep the pressure on to fund the other half of the disparity. And you can make a difference in about two minutes by clicking here: [Invest in Success](#).

By visiting this site, you can enter your name and address and be linked immediately to your legislators. You'll have the option to use a message we've created or create your own. Hit submit and your message will be delivered directly to your legislators. Additionally, you'll have the option to post a message on the elected official's Facebook and Twitter pages, or call their Capitol office.

Over the past two years, we've had over 7,000 messages sent to Frankfort by nearly 1,500 individuals. These messages make a difference. I ask for your support.

Thank you,

Gerry

**Gerard A. St. Amand**  
**Interim President**  
**Northern Kentucky University**

Nunn Drive  
800 Lucas Administrative Center  
Highland Heights, KY 41099  
Phone: 859-572-5123  
Fax: 859-572-6696

\*\*\*\*\*

Please note that all e-mails directed to President Gerard St. Amand are subject to open records laws and may become public information.