

Members Present: Robert Alston, Chris Bowling, Tiffany Budd, Chris Charnegie, Sara Conwell, Vicki Cooper, Megan Cowherd, Rebecca Cox, Quentin Daniels, Christopher Dolhancryk, Dave Groesch, Mike Irvin, Erika Jay, Deanna Karam, Beth McCubbin, AJ Miller, Sue Murphy Angel, Amberly Nutini, Krista Rayford, Felicia Share, Terri Smith, Anita Southwick, Ryan Straus, Diane Wallace, Kimberly Wiley

Members Absent: Tina Altenhofen, Cindy Ash, Mary Barry, Ashley Coates, Melanie Hall, Brenda Maldonado, Kimberly Sanders, Steve Slone, Lou Stuntz, Chris Witt

Meeting Guests: Kim Baker, David Bauer, Janel Bloch, Rachel Green, Grace Hiles, Natalie Gabbard, Brigitte Evans

- I. Call to Order – 1:05
- II. Approval of September 13 minutes - motion to approve minutes as submitted made by Chris Bowling and seconded by Amberly Nutini; motion passed by voice vote with no opposition or abstention
- III. Guest: Kim Baker, Director of Wellness
 - A. Wellness Focuses:
 1. Employee Engagement and Wellbeing Presentation: Refer to page 10
 - a) How Does Stress Affect the Body? Video w/ link on page 17
 2. Stress Resiliency Handout (Page 23)
 3. SC Questions
 - a) Is it possible to post these offerings online? Yes. Wellness is currently working on online offerings
 - b) Can we pass out your information in hard copy format? Yes
 - c) Will there be more meditation-based offerings? Yes
 - d) Will there be more Airrosti seminars? Yes; information located here: <https://inside.nku.edu/wellness/upcomingclassesandevents.html>
 4. [Recommended Book: Stop Stress This Minute](#)
- IV. Liaison Reports
 - A. Board of Regents – Staff Regent David Bauer
 1. No report; Schedule of meetings: <https://inside.nku.edu/president/regents/schedule.html>
 - B. Administrative Liaison – Chief Human Resources Office Lori Southwood not present; represented by Rachel Green – **report**
 - C. Faculty Senate – Budget Committee Chair Dr. Janel Bloch
 1. Working on nominations for strategic planning process
 2. Budget Committee: Wrote a response regarding the HR equity survey; recommended that there be an equity portion because equity issues have not been resolved
 3. Other policies in revision:
 - a) Consensual Relationship Policy
 - (1) Professional Concerns Committee
 - b) Research Misconduct Policy
 - c) Faculty Summer Compensation Policy
 4. Working on compiling results from last spring's Faculty Senate survey
 - D. Student Government Association – President Hannah Edelen / VP Matthew Frey

- V. President's Report – Sue Murphy Angel
 - A. Please attend the TalkShops
 - 1. TalkShop Summary: Action, completion, and career success from the student perspective
- VI. Standing Committees:
 - A. Benefits – **report**
 - B. Constitution & Bylaws – no report
 - C. Credentials & Elections – **report**
 - D. Outreach – **report**
 - E. Policies – **report**
 - F. Scholarship – no report
- VII. University Committees:
 - A. Benevolent Association – **report**
 - B. Food Service Advisory – **report**
 - C. IT Advisory Committee – no report
 - D. Regent's Distinguished Service Award – no report
 - E. Sustainability Strategy Work Group – no report
 - F. Transportation – no report
 - G. Wellness – no report
- VIII. Ad-Hoc Committee
 - A. Roundtable Discussion – **report**
- IX. Old Business
 - A. [Staff Congress Website](#): The Staff Congress website has been updated to include an "Agendas and Meetings" tab
- X. New Business
 - A. Staff Congress Group Photo: November 8, 2018 at 12:15 pm in the Health Innovation Center lobby; calendar invites are forthcoming
 - B. Staff Congress Photography: We would like a Staff Congress representative to serve as a photographer at SC events. Please email if interested. Rebecca will assist with the responsibilities.
- XI. Announcements
 - A. Food for Fines: Pay off your NKU parking citations with a donation to Fuel NKU
 - 1. Monday, Oct. 1 through Friday, Oct. 12
 - B. Soup and Dessert Cook-Off
 - 1. Tuesday, November 6, 11:00-1:00, UC Ballroom
 - C. November 11-15: International Education Week
- XII. Adjournment - motion to adjourn made by A.J. Miller and seconded by Mike Irvin; motion passed by voice vote with no opposition or abstention; meeting adjourned at 1:56 pm

Administrative Liaison—Chief Human Resources Officer Lori Southwood

October 2018 Staff Congress Meeting Report-Outs

Business Operations and Auxiliary Services:

- Au-bon-Pain, the restaurant located in the atrium of the Health Innovations Building, will open on Monday, October 8th.
- Lot G, located adjacent to the softball field underwent a complete restoration during this summer. The job is complete and the lot has returned to service for the university community.
- During this summer, our on-campus Starbucks underwent a complete restoration. This project is complete. The store reopened in late August.
- Informational - we are currently in our last review/edit stages for the Request for Proposal for food and beverage services for the main campus. The RFP will likely go out mid-to-late October. This request does not include food and beverage services at the BB&T Arena. A campus-wide committee has been assembled to review proposals and make a recommendation to the President's Cabinet.

Chief Financial Officer:

- We are currently finalizing budget calendar for FY20 budget with the President's Cabinet. Budget requests are already being worked on by VPs to submit by the end of October. Other processes such as fixed costs, revenue estimates, and fee requests are set to begin shortly. The Budget Office will coordinate these processes with the budget officers.
- We are continuing to work with Fairmount on US 27 development. An agreement with St. Elizabeth on the Site 1B medical office building ground lease was signed in mid-September. We will be beginning negotiations soon on the Site 1A site with Fairmount.
- In the process of drafting an RFP for financial services to be issued in next month or two.

Facilities Management:

- The design for creating space for the UK-College of Medicine (UK-COM) on the 3rd of Albright Health Center was completed by OMNI Architects, which is the same firm that designed the Campus Recreation Center. Century Construction was the successful bidder and their bid of \$1.6M was less than the estimate. Total project scope is \$1.99M. Construction began on October 1st. NKU is managing the process, but UK is paying all costs of the renovation, with the exception of \$21,000 for replacement windows on the 3rd floor. The windows had failed seals and were determined to be an NKU deferred maintenance responsibility.
- Construction activity on the US-27 Phase I also began on October 1st with demolition of the buildings located within the fenced area. If NKU-branded fabric is in place on the construction site fence prior to October 10th, the concrete sign will be demolished on that date. Site grading and excavation work will follow. As

a reminder, this is to be a 65,000 sq.ft. Medical office building for St. Elizabeth Health Care and OrthoCincy.

Human Resources:

- Open Enrollment dates:
 - Benefits Fair (10/11)
 - Benefit Education sessions (10/22 @ 8:30-10:00; 10/23 @ 11:30-1:00 & 10/24 @ 1:30-3:00)
 - Open Enrollment for 2019 selections (10/25 thru 11/11)
 - Look for the notices coming out and this year will provide the Open Enrollment benefits brochure.

IT:

- October is Cyber Security Awareness month. Check out @NKUCIO tweets for tips and tricks to keep yourself and NKU data safe. Twitter.com/NKUCIO (you do not need to have a twitter account to see the posts). IT will be highlighting individual and campus related digital security all month.
- Zoom is being used on campus for web conferencing and the feedback has been overwhelmingly positive. Zoom is easy to use from all your devices and can be a significant productivity tool. Zoom licenses are available from IT to meet any virtual meeting needs.
- October is also Disability Awareness Month. NKU IT reminds AEM site authors to monitor pages and content for issues arising when assistive technology is used. See the IT website for a web editing guide for assistance.

SC Comments and Questions:

- US 27 Project: No notice of gate closure; there is only room for one vehicle when gate is blocked
- NKU Entrance Sign: There used to be an electronic billboard with advertising. Will that be replaced? A nearby sign is planned that projects advertisements in both directions
- Merit Survey Results: President Vaidya is currently reviewing the results

Benefits Committee Meeting Minutes

- Annual Enrollment is right around the corner – **October 25th to November 11th.**
- The 2019 Benefits Bulletin will be sent to your campus address. This is a great tool to help you make an informed decision on your benefits needs.
- Educational sessions to help you learn about the medical plans offered by NKU will be held on **October 22nd from 9am to 10am, October 23rd from 12pm to 1pm, and October 24th from 2pm to 3pm.**
- Our Annual Benefits Fair was held **YESTERDAY** in the Student Union Ballroom. Thanks to all who attended.

- You can get your **annual flu shot** at the Benefits Fair!
- There is a new phone number to report a work related injury – **1-855-291-0828**

Credentials & Elections Committee Meeting Minutes

Date: 9/19/2018, 2:00 pm, AC105
 Present: Tina Altenhofen, Melanie Hall, Beth McCubbin
 Absent: Brenda Maldonado & Lou Stuntz
 Guests: Grace Hiles

Highlights to be shared:

- Reviewed and revised the Staff Congress Elections Recommended Timetable for 2018-2019
- Reviewed our Credentials & Elections processes with new member
- Beth McCubbin agree to be our new Co-Chair to replace Maryann Trumble

Other Discussion:

Next Meeting: 10/17/2018 2:00 pm, AC105

Outreach Committee Meeting Minutes

Meeting: September 19, 2018
 Present: Felicia Share, Terri Smith, Diana Wallace
 Absent: Deanna Karam, Anita Southwick

Topics addressed:

- Members discussed getting information out to the staff/campus community that may of interest to them and doing this in a timely way
- Reviewed past issue of Staff Congress Newsletter, discussing whether to continue this practice or ways to modify it
 - Ideas and questions put forward were related to: topics to include, frequency, ways to share information (emails, links, social media)
 - Terry shared important point about staff who may benefit from hard copies posted in work areas, describing that some staff may not have convenient access to computers
 - Discussed possibility of a brief Qualtrics survey to Staff Congress members as a way to guide committee's next steps
- Felicia discussed attending SGA meetings, she will attend most of the monthly meetings

- Committee also discussed clarifying goals and purpose of the Outreach Committee
- Next meeting date: October 17, 2018

Policies Committee Meeting Minutes

Date: 9/26/2018, 2:00 PM, AC 615
 Present: Meg Cowherd, Steve Slone, Quentin Daniels, Mike Irvin
 Absent: AJ Miller, Ryan Straus
 Guests: None

Highlights to be shared:

- We finalized for now our discussion on the Definition of a Retiree policy. Thanks to Lauren Franzen at the last regular staff congress meeting we gained some insight into the origins of the policy. We concluded that our best course of action for now is to wait and see what happens with KERS before any action on our part to rework this policy.

Other Discussion:

- We held general discussion concerning the upcoming roundtable and upcoming campus events.

Next Meeting: 10/31/2018, 2:00 PM, AC 615

Benevolent Association Committee Meeting Minutes

- SC Requests:
 - Attend the Soup and Dessert Cook-Off on Tuesday, November 6, 11:00-2:00, UC Ballroom
 - Distribute fliers
 - Sign up for volunteer roles

Food Service Advisory Meeting Minutes 10.3.18

Upcoming Food Advisory Dates: 1st Wednesday or every month.

November 7th: SU 105 from 2pm-3pm

- Dining Services Information

- Sent out goodie bags to departments in September with meal plan fliers, wedding advertisements, campus partner flier and also if they joined our newsletter 5 people will win \$20 Starbucks. Winners will be emailed on October 8th.
- Chef Conor, won in the top Best Sandwiches in America for his Zesty Hawaiian Banh Mi in the Food Management Magazine.
- Great feedback on the new menu choices at Travel Wagon.
 - Macaroni and Cheese Week
 - Queen City Week
 - Breakfast Week
 - Wing Wing
 - Potato Bar
- NEW student meal plan scholarship coming soon! We are hiring! Working on campus is convenient with amazing perks. Tinyurl.com/diningjobs.
- Past Events -Waffle Bar Callahan and Norse Commons, Superfood Tuesdays for Apples at Callahan and Norse Commons, Tableside Guac at Callahan Bistro (great engagement piece!) and Farmers Market at Norse Commons.
- Dining newsletter coming out soon. Stay tuned!
- RFP coming out next week.
- Beginning stages of food pantry expansion.
- Teaching kitchen ideas are in the future plans.
- Will address concerns brought up about Norse Commons with staff and management.

• Upcoming Events

- EVERYONE can WIN an XBOX ONE. Purchase a meal plan for 15 chances, flex for 5-15 chances and LifeWTR for 1 chance until October 31st.
- Voice to Vision Surveys started October 1st. Visit TinyUrl.com/NKUdining to take the survey. You will be entered to WIN \$25 Starbucks. Survey ends October 31st. Please take!
- Au Bon Pain, located in Health Innovations Center, is opening up October 8th.
- Fall Break with special hours October 14th-16th. SU (select locations) and Starbucks will be open Monday and Tuesday.
- October 10th – participating in the NKU Benefits Fair.
- Fall Break with special hours October 14th-16th. SU (select locations) and Starbucks will be open Monday and Tuesday.
- Superfood of the month is Pumpkin and Sweet Potatoes in residential.
- Residential - Create Your Own Nacho Bar, Food Truck themed meals and Halloween Treats

- **Follow NKU Dining on Twitter, Instagram and Facebook to keep up to date on all specials, events, menus and more.**
- **Download our FREE DineOnCampus App for iPhones and Androids.**
 - View menus, hours of operation, leave feedback, buy a meal plan or additional flex.
- Partnership or Community Service Opportunities? Let's join together.
- **In Attendance**
 - Andy Meeks, BOAS Director
 - Pat Hannan, Chartwells RDM
 - Celeste Manning, Chartwells (NKU Dining) Marketing Director
 - Kimberly Wiley, Staff Congress
 - Brynn Cahal, SGA & RA Representative
 - Orville Thomas, ACR Representative
 - Jennifer Garcia, ACR Representative
 - Estefania Correa, ACR Representative
- **SC Comments and Questions:**
 - There have been reports of food running out and unprofessional attitudes
 - Pizza Vendor: 50% less sales; vendor selection still in the works
 - Could Wellness be involved in selecting a vendor?
 - Contact Andy Meeks
 - Consideration of dietary restrictions
 - Has there been a change in the way they count meal swipes? Will look into this matter

Roundtable Committee Meeting Minutes

Date: 10/1/2018

Present: Sara Conwell, Tiffany Budd, Megan Cowherd, Mike Irvin, AJ Miller, Steve Slone, Ryan Straus, Grace Hiles, Dave Bauer

Absent:

Guests:

Highlights to be shared:

- Extended question submission to 10/5/18
- Promoting SC and event at table in SU M-F from 11-1
 - Thanks to those who participated in helping out cover the table
- Finalized agenda and menu

Other Discussion:

- Meet on 10/10/18 to review questions
 - Will go to President Vaidya on/before 10/15/18

Next Meeting: October 10th at 1pm in SC Office

Date: 10/10/2018

Present: Sara Conwell, Tiffany Budd, Megan Cowherd, Mike Irvin, AJ Miller, Ryan Straus, Grace Hiles, Dave Bauer

Absent:

Guests: Steve Slone

Highlights to be shared:

- The extension to the question submission period was successful
 - An additional 20 questions were asked
 - Multiple students stopped by the table throughout the week to ask about Staff Congress, so we also provided outreach
- Began editing questions to provide to all areas to be answered for event
 - Will submit raw questions to President Vaidya on 10/15/18
 - Will provide questions to divisions next week

Other Discussion:

- May need to schedule one final meeting prior to the event

Next Meeting: TBD

University Wellness

Kim Baker, ACSM EP-C

WELCOA Faculty

Director of Wellness



Employee Engagement and Wellbeing

The Challenge:

- According to the Gallup Higher Education research, only 34% of university faculty and staff are engaged in their jobs. Disengagement can lead to employee burnout, turnover, and diminished results. Equally important, Gallup found University employee engagement correlated with student success.

Employee Engagement and Wellbeing

The Opportunity:

- Highly engaged faculty and staff members can make the difference between students who thrive and ones who fail to grow. Gallup found that without engaged University employees, students are less likely to be engaged in education, prepared for life, and are 1.4 times less likely to be thriving.

Employee Engagement and Wellbeing

Our Vision:

- Northern Kentucky University's strengths-based culture of health & wellbeing helps faculty, staff and students be their best selves and lead engaged and meaningful lives.

Employee Engagement and Wellbeing

Our Focus:

- We believe sustainable change starts with faculty and staff at the University. We aim to provide resources and support to strengthen employee engagement, health, and wellbeing here at NKU.



Applying the science of positive psychology to shift cultures in:

Neighborhoods, Organizations, & Schools



PERMAH: Defining & Measuring Wellbeing



POSITIVE EMOTION

the right balance
of heartfelt
positivity to boost
our resilience



ENGAGEMENT

the regular
development of
our strengths –
those things
we're good at and
enjoy doing



RELATIONSHIPS

the creation of
authentic,
energizing
connections



MEANING

a sense of
connection to
something bigger
than ourselves



ACCOMPLISHMENT

the belief and
ability to do the
things that matter
most to us



HEALTH

eating well,
moving regularly,
sleeping deeply

How Does Stress Affect the Body?



Stress-Related Diseases

- Ulcers
- Depression
- Anxiety
- Insomnia
- Allergies
- Digestive Tract Disorders
- Chronic Pain
- Migraines
- Hypertension
- Heart Disease



Good News!

There are techniques to manage the stress response to difficult and challenging situations.



SELF-CARE IS NOT
LAZY OR SELFISH.
SELF-CARE IS HEALTHY.
SELF-CARE IS IMPORTANT.
SELF-CARE IS NECESSARY.

EE&W Series

Cultivating Stress Resiliency

- Leaning Into Good Enough
- Building a Brain Buffer
- Developing Resiliency Through Self-Care



EE&W Series

Communicating Through Change

- Managing Organizational Change
 - 10-24-18
 - 12-1pm UC 135 OR 2-3pm SU 104
- Communications and Conflict
 - 10-31-18
 - 12-1pm in UC 135 OR 2-3pm SU 104

THANK YOU!



Strong You: Stress Resiliency



Activity: **Shifting Your Negative Narrative**

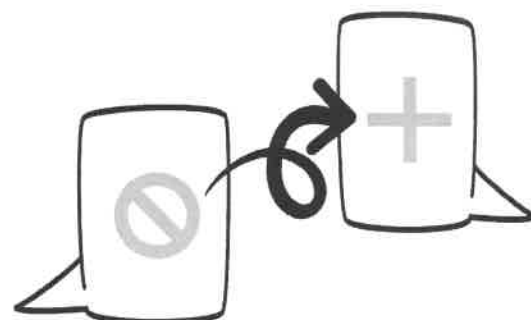
What it is: Practice self-compassion by comparing the things you say to yourself (negative self-talk) to what you might say to a friend in a similar situation and shifting your narrative.

Why you should do it: Research suggests that people are usually harder on themselves than they are on others and instead of being motivating, this more often results in the creation of additional stress. Luckily, you are in control of the things you say to yourself and the narratives you create, so mindful reflection and shifting of this self-talk can manage this potential source of self-inflicted stress.

Why it works: Studies have shown that mindful self compassion practices can result in greater self-compassion, as well as lower depression, anxiety, and stress. (Neff et al, 2013: <http://www.ncbi.nlm.nih.gov/pubmed/23070875>)

Shifting Your Negative Narrative- How To

- 1. Notice the negative.** When operating under chronic stress, we likely aren't at our best. This can sometimes devolve into negative self-talk which only exacerbates our stress. The first step is to notice when you are not being kind to yourself. What are you telling yourself? Is it actually true?
- 2. Be your own friend.** If your friend was in the same situation that you are dealing with, how would you respond to them? What would you tell them? Compare these responses with the negative self-talk you tell yourself.
- 3. Shift the narrative.** Practice self-compassion by shifting your negative self-talk to sound more like what you would tell your friend in a similar situation. When you start to get into a negative spiral, check your personal narrative and actively replace negative thoughts with more compassionate, kind ones.



THE ANNUAL BENEVOLENT ASSOCIATION



SOUP & DESSERT COOK-OFF

TUESDAY, NOVEMBER 6 // 11 A.M. - 1 P.M. // UC BALLROOM

SOUP & DESSERT DONATIONS REQUESTED EMAIL: TUCKERE1@NKU.EDU

LUNCHEON & HOLIDAY MARKET

FEATURING HAND-MADE JEWELRY, NKU ITEMS, WREATHS, HOLIDAY PIECES, NKU CERAMIC SCULPTURE SOCIETY "EMPTY BOWLS" AND MORE!

**SWIPE YOUR ALL CARD TO SIGN INTO THE EVENT
SUGGESTED DONATION: \$5 OR 5 HOURS OF SICK/VACATION TIME**

PROCEEDS BENEFIT THE NKU BENEVOLENT ASSOCIATION AND ASSISTANCE IS GIVEN TO NKU FACULTY AND STAFF IN NEED

nku.edu/benevolent



Dineoncampus.com/NKU

Past Events in September

Waffle Bar

Tableside Guac

Monthly Superfood of Apples



Past Events in September

Farmers Market Faculty & Staff Goodie Bags



Upcoming October Events

ABP Opening October 8th

Monthly Superfood of Pumpkins and Sweet Potatoes
Halloween



NKU Dining In The News



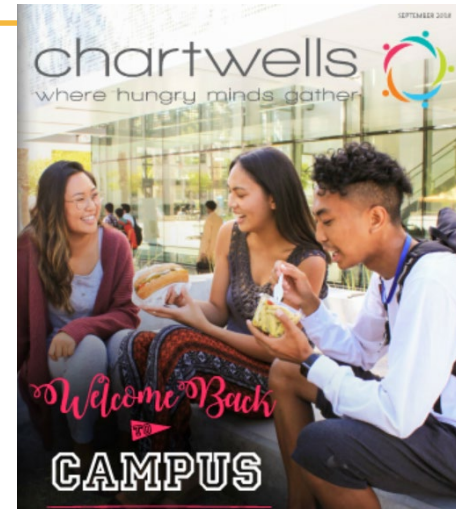
Congratulations to Chef Conor Dodd from **Northern Kentucky University**. The Zesty Hawaiian Banh Mi was a global winner for Food Management's best sandwiches.

The winning sandwich was a take on the classic Banh Mi sandwich. The addition of bacon, pineapple, along with the slaw and ginger teriyaki sauce turns the traditional banh mi into a unique sandwich with different layers of flavor. You achieve the spiciness from the tabasco, ginger, and garlic while the orange and pineapple give sweetness to balance out all flavors.



Ingredients:

- Pork Tenderloin
- Dry Rub - salt, pepper, smoked paprika, orange and lime zest, olive oil, garlic
- Brown Sugar Bacon
- Pineapple - fresh (or canned)
- Cilantro-Citrus Slaw - green and purple cabbage, cilantro, orange segments, onion, garlic, carrot, orange and lime juice, Tabasco, cider vinegar
- Ginger Teriyaki Sauce
- Baguette Roll



Social Media



@NKUdining



Instagram

@NKUweddings

