

Members Present: Robert Alston, Tina Altenhofen, Mary Barry, Chris Bowling, Tiffany Budd, Chris Charnegie, Ashley Coates, Sara Conwell, Vicki Cooper, Megan Cowherd, Rebecca Cox, Quentin Daniels, Dave Groeschen, Mike Irvin, Erika Jay, Deanna Karam, Brenda Maldonado, Beth McCubbin, AJ Miller, Sue Murphy Angel, Amberly Nutini, Kimberly Sanders, Felicia Share, Steve Slone, Terri Smith, Anita Southwick, Ryan Straus, Diana Wallace, Kimberly Wiley, Chris Witt

Members Absent: Cindy Ash, Christopher Dolhancryk, A.J. Miller, Krista Rayford, Lou Stuntz

Meeting Guests: Kim Baker, David Bauer, Janel Bloch, Mike Hales, Grace Hiles, Jennifer Moeves, Sue Ott Rowlands, Emily Rudd, Mary Paula Schuh, Bruce Smith, Lori Southwood, Syed Zaidi

- I. Called to Order at 1:02PM
- II. Approval of December 13 minutes motion to approve minutes as submitted made by Steve Sloan and seconded by Ryan Straus; motion passed by voice vote with no opposition or abstention
- III. Approval of January 10 minutes motion to approve minutes as submitted made by Amberly Nutini and seconded by Deanna Karam; motion passed by voice vote with no opposition or abstention
- IV. Voting Item:
 - A. Vacancy Replacement: Emily Rudd, Academic Coordinator, College of Business, to replace Melanie Hall
 - B. Motion to approve made by Steve Sloan and seconded by Dave Groeschen; motion passed by voice vote with no opposition or abstention
- V. Guests:
 - A. Mike Hales, Co-Interim Chief Administration Officer, Office of The Chief Financial Officer
 1. **Suggested Parking Increase**
 - B. Mike Hales, Co-Interim Chief Administration Officer, Office of The Chief Financial Officer; Syed Zaidi, Assistant Vice President, Facilities Management; and Mary Paula Schuh, Director, Campus & Space Planning
 1. **Pros and Cons of Master Plan**
- VI. Liaison Reports
 - A. Board of Regents – Staff Regent David Bauer - **report**
 1. Schedule of meetings:
 - a) <https://inside.nku.edu/president/regents/schedule.html>
 - B. Administrative Liaison – Chief Human Resources Office Lori Southwood – **report**
 - C. Faculty Senate – Budget Committee Chair Dr. Janel Bloch
 1. Schedule of meetings: <https://inside.nku.edu/facultysenate/schedule.html>
 - a) Approved update for consensual relationship policy
 - b) Working on summer/winter compensation policy
 - c) FS survey is on the FS webpage; will ask for login
 - D. Student Government Association – President Hannah Edelen / VP Matthew Frey
- VII. President's Report – Sue Murphy Angel
 1. NKU WBB vs Youngstown State University
 2. Friday, February 22 @ 7:00 p.m.

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3. Pick up your tickets after meeting; there is enough for a +1
- VIII. Standing Committees:
- A. Benefits – **report**
 - B. Constitution & Bylaws – no report
 - C. Credentials & Elections – **report**
 - D. Outreach – **report**
 - E. Policies – **report**
 - F. Scholarship – **report**
- IX. University Committees
- A. Benevolent Association – **report**
 - B. Food Service Advisory – **report**
 - C. IT Advisory Committee – no report
 - D. Regent's Distinguished Service Award – **report**
 - E. Sustainability Strategy Work Group – no report
 - F. Transportation – **report**
 - G. Wellness – **report**
- X. Ad-Hoc Committee
- A. Roundtable Discussion – **report**
- XI. Old Business
- A. Committee Goals
 - 1. By March 14, 2019: Complete Columns 1, 2, and 3
 - 2. Submit to Grace Hiles @ hilesq1@nku.edu
 - 3. Under "Documents" on the SC website
 - 4. Not required for university committees
 - B. NKU Green Committee
 - 1. Working on mission statement and working on recruitment; should have update for next meeting
- XII. New Business
- XIII. Announcements
- A. SC Basketball Event:
 - 1. NKU WBB vs Youngstown State University
 - 2. Friday, February 22 @ 7:00 p.m.
 - B. Reminder to use your NKU One Drive
 - C. Adult Learner Services and Programs (ALPS)
 - 1. ALPS Banquet
 - a) Awarding Adult Learner of the Year & Faculty of the Year
 - (1) Let Sara know if you have nominations
 - b) Additional information will be posted in This Week
 - c) We have approximately 2500 adult learners on campus
 - D. Student Conduct and University Conduct Training
 - 1. Look for This Week announcement
 - 2. Email Bob Alston with additional questions: alstonr1@nku.edu
 - E. Compliance Training is live
 - F. Campus Climate Survey is live
- XIV. Adjournment - motion to adjourn made by Chris Bowling and seconded by Amberly Nutini; motion passed by voice vote with no opposition or abstention; meeting adjourned at 3:02 PM

Mike Hales, Co-Interim Chief Administration Officer, Office of The Chief Financial Officer

Suggested Parking Increase

- Refer to PowerPoint at end

Staff Congress Questions and Comments

1. What are the other Parking Services revenue sources (in addition to faculty, staff, student rates)?
 - a. Garages, buyouts (reserving a lot for an event), sporting events
 - b. External charges have increased; will share these numbers to see the rate of external increases compared to internal parking costs
2. What do the other institutions define as a category?
 - a. Tiered parking, as defined by location
 - i. This is a challenge because most of our parking is convenient
 - b. Tiered parking, as defined by salary
 - i. Reviewing and researching
 - ii. Whatever we apply has to be revenue neutral
 - iii. Not offered at other institutions
 1. It is offered at other institutions: NC Wilmington, Harvard
 2. Suggestion: research NC Wilmington rates and policies
3. Is there research demonstrating why other institutions can charge less?
 - a. Will talk to Andy Meeks
 - b. Perhaps they have more surface parking in comparison to the expense associated with garages
4. The represented universities aren't good benchmarks for comparison; we should compare to commuter colleges, such as Wright State University in Dayton, Ohio
 - a. Example: The cost of land near UC and UK is not comparable to NKU
5. Are we looking at staff salary in relation to parking comparisons?
 - a. The last time lowest salaries were identified, the results included WKU & UK
 - b. Approximately 18 months ago
6. Is parking auxiliary at the benchmark institutions?
 - a. Likely, similar to Dining and Housing
7. Consider similar academic accreditation institutions
8. Other considerations
 - a. Mass transit
 - b. Adjacent neighborhood parking for free
 - c. Shuttle services
9. Create a program similar to the Duke Energy Winter Care Assistance
 - a. Contribute funding to assist with financial hardship
 - b. Will research

Mike Hales, Co-Interim Chief Administration Officer, Office of The Chief Financial Officer; Syed Zaidi, Assistant Vice President, Facilities Management; and Mary Paula Schuh, Director, Campus & Space Planning

Pros and Cons of Master Plan

- Refer to PowerPoint at end

SC Comments & Questions:

- How do you look at current offices who do not have space?
 - Space assessment is part of the initial stages in the master planning process to see which departments don't have adequate space
 - How do you know of current issues? People call Mary Paula Schuh
- How much does a master plan cost?
 - 500,000-850,000
 - Some components/expenses are already part of current planning

Board of Regents

Below is the summary of the presentations and activity that took place at the regularly scheduled Board of Regents meeting on January 16, 2019.

1. The Board heard three presentations in the morning as a part of its joint finance and policy committee meeting.
 - Vice Provost Ande Durojaiye provided an overview of the faculty development programs that help provide sabbaticals, project grants, and summer fellowships to faculty through a peer-reviewed process. Justin Yates, Assistant Professor of Psychology, and Catherine Neal, Associate Professor of Business Ethics and Business Law, introduced scholarly work they produced utilizing the time and money provided through the faculty development awards. As winner of NKU's inaugural Spotlight on Scholarship in the fall of 2018, Kirsten Schwarz, Associate Professor of Biology and Director of the Ecological Stewardship Institute, joined students Jaeydah Edwards and Enrica Jackson in presenting the project, "Strategic Depaving in Newport's Urban Core for Community and Environment."
 - Interim Dean Michael Whiteman highlighted the work being done in the Chase College of Law to increase the quality and prestige of education, and provide students with public service opportunities and experiential learning. Chase students James Tanner Duncan and Stephanie Brockman spoke of their experiences in the College of Law and how they have been prepared for future careers.
 - Six months after the establishment of the Institute for Health Innovation, the progress of the institute was detailed by Valerie Hardcastle, St. Elizabeth Healthcare Executive Director of the Institute for Health Innovation and Vice President for Health Innovation. Dr. Hardcastle was joined by IHI Program Director Carolyn Noe and Amanda Peters, Director of the Northern Kentucky Office of Drug Control Policy. They spoke of the work being done by the institute to connect with the community and region, win grants for important research, develop workforce needs, and improve health outcomes throughout Northern Kentucky.

2. In the afternoon, the Board approved all recommended items including the granting of sabbatical leaves to the deserving faculty.

The Board's next regularly scheduled meeting will be on March 20, 2019.

Administrative Liaison—Chief Human Resources Officer Lori Southwood February 2018 Staff Congress Meeting Report-Outs

Business Operations and Auxiliary Services:

- Nothing to Report

Chief Financial Officer:

- Most focus right now is on working on the FY20 budget in order to have recommendation to BOR at March 20th meeting. Other ongoing projects include preparing the banking financial service RFP. We have met with several banks to assist in determining the information to go into the RFP. We also continue to work on the housing strategy for the plan to construct a new residential facility and renovate some of the other housing facilities. Finally, we continue negotiations with Fairmount on the Phase 2 development ground lease.

Facilities Management:

- Nothing to Report

Government Relations:

- **NKU Pension Reform Update:**
 - On Tuesday, Feb. 5, the state legislature reconvened after a month's recess. They will now work through March 29 to complete the 2019 "short session".
 - NKU has met with House and Senate leaders this week to review the pension reform priorities as presented to Staff Congress previously.
 - We anticipate a bill to be filed early next week, followed by legislative hearings to discuss and ultimately vote on the bill.
 - The bill is expected to be filed in the House of Representatives.
 - Once the bill gets filed and we have more information, we will share those details with campus.

Human Resources:

- **Benefits:**
 - Retirement education sessions are being held in February and March.

Day	Date	Time	Location	Topic
Tuesday	2/5/2019	9:00 AM	AC 506	KERS Tier 1
Wednesday	2/6/2019	3:30 PM	SU 109	Medicare
Thursday	2/7/2019	12 Noon	AC 506	KERS Tier 1
Tuesday	2/12/2019	9:00 AM	AC 506	Medicare
Wednesday	2/13/2019	12 Noon	AC 506	Social Security
Tuesday	2/19/2019	3:30 PM	AC 506	TIAA
Wednesday	2/20/2019	9:00 AM	AC 506	Social Security

Thursday	2/21/2019	12 Noon	AC 506	Social Security
Tuesday	2/26/2019	9:00 AM	AC 506	TIAA
Thursday	2/28/2019	3:30 PM	SU 109	Medicare
Tuesday	3/5/2019	3:30 PM	AC 506	KERS Tier 1
Wednesday	3/6/2019	12 Noon	AC 506	Wills and Trusts
Thursday	3/7/2019	9:00 AM	AC 506	Social Security
Wednesday	3/20/2019	9:00 AM	AC 506	Wills and Trusts
Thursday	3/21/2019	3:30 PM	SU 108	TIAA

- **Payroll:**
 - W2 reprints will begin on February 15th. Must bring a photo ID for pickup.
- **Wellness:**
 - Join an NKU Heart Mini Team
 - NKU is supporting the 2019 Heart Mini this year with 11 teams. This two-day event has an event for every activity level and age including: ½ Marathon; 15K race; 5K race; 2K Kid's Race; 5K heart walk; 1K Steps for Stroke; Health & Fitness Expo, and Kid's Fun Run. President Vaidya has set NKU's donation goal at \$5,000. If we reach our goal by Feb. 11, event t-shirts will be branded with the NKU logo. Team members that register by Feb. 11 will have their event packet delivered to campus. All registration fees count towards NKU's total donation goal. Join an NKU team at <https://tinyurl.com/NKUH2019>
 - We have surpassed this goal!
 - Heart Health Month Activities include weekly meditation practice, Preventing Diabetes Series, Part I of Financial Wellness Series, Part I of Radical Candor and Honest Feedback Series (great resource to prep for annual evals), weekly blood pressure screenings, Monday Mile group walks, Snack Smart Cart will be making the rounds. All details at wellness.nku.edu under Upcoming Classes and Events.

IT:

- Business Objects will not be available Friday, February 22 from noon through close of business.
- Apple has added the Office 365 application to the Mac Store. As a reminder our Office 365 contract allows 5 free installations for students AND employees.
- Beware of tax-related identity theft and scams. Examples include stealing a SSN to claim a tax refund or get a job.

Staff Congress Questions and Comments

- A. Can Payroll stay later to accommodate other shifts?
 - 1. Ask HR
- B. House Bill 358 – Pension Reform
 - 1. Are we not doing anything by July 1 of this year? When should we make a decision?
 - a) Employees would have six months to make the decision but we do not currently know when this would occur
 - b) Working on the development of resources

C. HSA – Has it always been a three-day wait for the deposit to appear? No.

1. Humana: Notified NKU of a platform change, along with financial arrangements; no prior notification to accommodate blackout period
 - a) When Humana notified NKU, Bruce Smith requested communication because we wanted to be a part of it; we never received communication
 - b) Worked with account rep to situate accounts; followed with an email to NKU employees
 - c) Bruce met with VP of Humana and told him that this was unacceptable; VP was also in the dark
 - d) Recently received notice that the money deposited by NKU had not been posted; resolved within twenty-four hours
 - e) Bruce will follow up with Humana
2. Humana is not the only HSA option; initiate conversation if we continue to experience issues
3. SC Comment: Since January 1, employees have not been able to utilize card for over-the-counter purchases
4. Benefits committee could create a Qualtrics poll to access issues

Benefits Committee

- Developing questions for Bruce to address at SC
- Retirement planning workshops: <https://inside.nku.edu/hr/benefits.html>
- Developing online tool to assist with KRS planning; with attention to tier 1, both A & B

Credentials & Elections Committee

Date: January 16, 2019

Present: Tina Altenhofen, Beth McCubbin & Lou Stuntz

Absent: Brenda Maldonado

Guest: Grace Hiles

Highlights to be shared:

- Tina, Beth and Lou worked on our Committee Goals for FY2019-20 and our Progress Report for FY2018-19.

Update: SC Election Announcement

- All staff who have been employed since April 12, 2018 are eligible to be nominated
- All staff who have been employed since January 12, 2019 are eligible to vote
- Nominations are open and available online 8:00 am March 8, 2019 and remain open through 4:30 pm March 22, 2019
- Election/Voting open 8:00 am April 12, 2019 and run through 4:30 pm April 26, 2019

Next Meeting: 02/27/2019 2:30 pm, AC105

Outreach Committee

Meeting January 16, 2019

Committee Members present: Deanna Karam, Felicia Share, Terri Smith, Anita Southwick.
Diana Wallace was unavailable due to a last minute appointment with a client.

Areas of discussion:

- Text for “This Week” post to be sent to MarCom to make our university partners aware of our monthly meetings, ability to ask questions, express concerns, and float new ideas to encourage staff engagement. Include a reminder of upcoming Staff Congress elections.
- Next Staff Congress meeting is scheduled on Thursday, February 14th in Student Union 104 at 1:00 pm.
- Goals for the Outreach Committee (due in March) included attendance and participation at Student Government meetings, and Faculty Senate sessions.
- Social Media presence and posting: discussion around who may post on NKU Staff Facebook page, and whether than should be part of the Outreach Committee duties.

Policies Committee

Meeting Minutes

Date: *Email Meeting in lieu of Polar Vortex*
Present: *Meg Cowherd, Steve Slone, Mike Irvin, AJ Miller, Ryan Straus, Quentin Daniels*
Absent: *None*
Guests: *None*

Highlights to be shared:

- We finalized our goals that will be submitted to the executive council in March.
- Rachel Green from Human Resources will be attending our next meeting with some policies that are working their way through the policy process.

Other Discussion:

- We held general discussion concerning the Polar Vortex and how blasted cold it has been.

Next Meeting: 2/27/2018, 2:00 PM, AC 615

Scholarship Committee

- Scholarship committee will be meeting on March 4th in SU 105 at 10am to determine the recipients of the SC Scholarships.

Benevolent Committee

- Benevolent has been meeting and will host a Spring Souper Lunch and Bake Off on March 26th from 11-1 in Campus Rec/MAC Gym.
- Amberly passed around a sign-up sheet for volunteers
 - Food and Service

Food Service Advisory Committee

2.6.19 Food Advisory Notes

• Dining Past Events

- January 1st-31st – Promotion to win an xbox one s by buying a vmp or \$100 flex.
- January 22nd – Summer dinner in January at Callahan Bistro
- January 23rd – Breakfast for dinner at Norse
- January 29th – Superfood Tuesday for Citrus at Callahan Bistro
- January 30th – FYUL – immunity boosters at Norse for dinner
- Feb 3rd – The Big Game Snack Party
- Today Game Fuel sampling was in the SU. Resealable can!!

• Dining Future Events

- February 1st-28th – Aquafina win a bike raffle
- Feb 13th – Reserved Valentine's Dinner at Norse
- Feb 15th – Be a Star is due for associate nominations
- Feb 15th – Bakery donation table for Chef Don's family in the SU 8:00am-3:00pm
- Feb 19th and 26th – Superfood Tuesday of Legumes
- Feb 24th – Oscar Night party at Norse – prize giveaway
- March 1st – National associate appreciation day
- March 6th – Food advisory meeting 2pm-3pm
- March 27th-28th – 1 Million Acts of Good - 20 volunteers. Please email Celeste.Manning@compass-usa.com if you are interested.
- Great LTO's in the Student Union.

• Other News

- Callahan Bistro Director is participating in monthly meetings with Housing.
- Swipe Out Hunger program interest.
- In the process of finalizing the next foodservice contract.
- New feature in new contract, is any orders under \$200 doesn't need to be approved to bring off campus food here.
- Compliments to Norse staff for genuinely care about the students.
- Look into compostable straws at Norse.
- Ice cream update. We will post on social media when it is up and running.
- Looking at different Callahan Bistro options for Fall 2019. Possibly continental breakfast, closed for lunch and other dinner options? In the future, may turn it into a sports bar with beer and wine.

- 2 National brands coming to the SU in the future. Sbarro possibly this Fall and another in the Game Room.
- **In Attendance**
 - Andy Meeks, BOAS Director
 - Pat Hannan, Chartwells RDM
 - Celeste Manning, Chartwells (NKU Dining) Marketing Director
 - Kimberly Wiley, Staff Congress
 - Orville Thomas, ACR Representative
 - Brynn Cahal, SGA Representative
 - Lauren Mountain, Callahan Hall Director

Staff Congress Questions and Comments

- Now that Fuel NKU is growing and expanding, is it open to staff?
 - Will ask, but believe it is a student service

Regents Distinguish Service Award (RDSA) Committee

Updates:

- The RDSA nomination period has been extended another week. The nomination period will end on Friday, February 22, 2019
- March 25, 2019 is the Staff Appreciation Kick-Off Reception from 1:00-2:30 p.m. in SU107. At this reception, we will officially announce the 2019 Regents Distinguish Service Award nominees.
- March 28, 2019 is the Staff Appreciation Breakfast from 8:30-10:30 a.m. in SU107. At this breakfast, we will announce the WINNERS of the 2019 Regents Distinguish Service Awards.
- The Staff Appreciation Website is open and there will be link on this site to the Regents Distinguish Service Award Website.
- Ophelia Marks and Tina Altenhofen are meeting on February 25, 2019.

Regents Distinguished Award:

This award recognizes individual staff employees who have made notable contributions to the growth, image or efficient operations of the university. Three \$1,000 awards are granted yearly.

- This award recognizes individual staff employees with 5 or more years of service who have made notable contributions to the growth, image or efficient operations of the university.
- Requests for nominations for the Regents Distinguished Service Award will begin January 14th.
- The list of eligible employees will be listed on the HR website and we will accept nominations through February 4th.

This email was sent out by Grace Hiles on 1/29/2019:

2019 Regents Distinguished Service Award

The **Regents Distinguished Service Award** recognizes individual staff employees who have made notable contributions to the growth, image, or efficient operations of the University.

Who is eligible to be nominated? All regular and contract staff employees with five or more years of continuous service as of 12/31/18, and satisfactory job performance can be nominated. [\[listing of eligible staff\]](#)

Who can nominate? Any faculty, staff or student can nominate eligible staff for this award. An employee cannot nominate him/herself or be nominated by a family member.

Deadline to nominate is no later than 4:30 p.m. on Monday, February 18, 2019.

For nomination form, a listing of eligible staff and additional information may be found on the [Human Resources website](#).

For questions or other details, please contact Ophelia Marks marks@nku.edu.

Next Outreach Committee Meeting is on Wednesday, February 20th at 3:00 pm in UC 405.

Transportation Committee Meeting Minutes

Date: 1/31/2019, 2:00 – 3:00pm, AC615

Present: Andy Meeks, Chris Bowling, Kuris Keller, Bill Moulton, Chris Curran

Discussion:

We discussed briefly the potential renovations to the Kenton Garage, (things like painting, deck repair, and minor structure repairs). We also suggested that they look at the lower entrance to the Kenton garage if renovations are happening as people have trouble making the turn and hitting the parking arm due to curb cuts and narrow lanes.

Parking fees will likely increase; we talked about the potential rates but nothing is set until the Board approves the rates. The Faculty Senate rep stated that they have a pretty well organized group pushing for tiered (based on salary) parking rates. This is not to be confused with the tiered based on parking lot rates that NKU has historically applied.

We also discussed the potential to have electric scooters on campus similar to many other universities and cities including several local ones like Cincinnati and UC. One of the likely scenarios will include jobs that students can sign up for to return scooters and charge them on a per scooter payment rate. The scooter fees and availability would be GPS based similar to the current bike program.

Next Meeting: TBD

Staff Congress Questions and Comments

- Arm is broken in the Kenton garage. Do they have the repair scheduled?
 - Not currently; it has been repaired multiple times

Wellness

- Join an NKU Heart Mini Team
 - NKU is supporting the 2019 Heart Mini this year with 11 teams. This two-day event has an event for every activity level and age including: ½ Marathon; 15K race; 5K race; 2K Kid's Race; 5K heart walk; 1K Steps for Stroke; Health & Fitness Expo, and Kid's Fun Run. President Vaidya has set NKU's donation goal at \$5,000. If we reach our goal by Feb. 11, event t-shirts will be branded with the NKU logo. Team members that register by Feb. 11 will have their event packet delivered to campus. All registration fees count towards NKU's total donation goal. Join an NKU team at <https://tinyurl.com/NKUH2019>.
- Heart Health Month Activities include weekly meditation practice, Preventing Diabetes Series, Part I of Financial Wellness Series, Part I of Radical Candor and Honest Feedback Series (great resource to prep for (giving and receiving) annual evals), weekly blood pressure screenings, Monday Mile group walks, Snack Smart Cart will be making the rounds. All details at wellness.nku.edu under Upcoming Classes and Events.

Wellness Website

Kim will donate 2 punches to the Souper Event

Roundtable Committee

Date: 2/6/19, AC Conference Room—6th floor
Present: Sara Conwell, Tiffany Budd, Megan Cowherd, Mike Irvin, Steve Slone, Ryan Straus
Absent: AJ Miller
Guests: Sue Murphy-Angel

Highlights to be shared:

- Discussed suggestions to Roundtable event brought forth by SC members
- Outcomes of Event: to be a continuous year-round effort by Staff Congress, addressing the questions/concerns brought forth by staff
- Make question submissions more constructive
 - Ex: Issue/Solution
- Possibly shortening the invitation list to only President's Cabinet, but still keeping the event open to the public
- Themed conversations based on certain topics addressed during question submission
 - Opportunity for questions to be asked of staff at event as well
- Part of the strategic framework—how staff fits into that and how we can help lead the conversation
- Beneficial event not only for staff, but also for faculty, students and administration
 - Many questions/issues addressed overlap with faculty/student concerns
 - Provided administration a chance to actually hear concerns and help improve NKU as a whole

Other Discussion:

- The event in the future will count as that month's meeting
 - If missed, will count as one of Staff Congress member's absences
- 2/11/19 Meeting with President Vaidya
 - Ultimate goal is how we serve our students better
 - Thinking of putting together a team comprised of Staff Congress, Faculty Senate, SGA and Cabinet to have year-round conversations
 - Requested a draft document of what Roundtable Committee is presenting and he will discuss/brainstorm ideas with Cabinet

Next Meeting: TBD, as-needed

Staff Congress Questions and Comments

- Did it sound like SC will not be the leaders of future Roundtable events?
 - More collaborative, as opposed to a "Staff Congress event"
- How does the Roundtable support the 3 pillars?
 - Did not address this question
 - We all contribute to the strategic framework, but we need to articulate this
- When will SC receive Roundtable answers?
 - November KRS questions are dated, so they want to update and tie to President's letter
 - We have the bulk and hope to post by tomorrow on the website

**PARKING SERVICES
FEE PROPOSAL FOR FY2020**

**STAFF CONGRESS
February 14, 2019**

NKU Parking Services



Key Cost Drivers

Capital Projects and Annual
Debt Service

Rate History and Weighted
Averages

Higher-Ed Comps

NKU Proposed Rates

Cost Drivers

- FY2014 – FY2018:
 - Budget for Parking Services averaged \$3.2 million
 - Personnel expense averaged 18% of budget
 - Operating/indirect expense averaged 22% of budget
 - Debt service averaged 60% of budget
- For FY2020 debt service is scheduled to increase by 430,000
- Total debt service for FY2020 projected to be over 70% of budget

Capital Projects

Annual Debt Expense

- As of FY2019: Annual debt expenses was \$2.4 million
- For every \$1 million in bond financing; the annual debt service is \$85K

Capital Projects:

- ☐ Restoration and upgrades to Lots K and A: \$2.9 million (2017)
(\$2.2M in bond funding)
- ☐ Restoration and Upgrade of Lot G: \$600K (2018)
- ☐ Ten year restoration of the Kenton Garage: \$1 million (2019)
- ☐ West campus surface lots: \$4.5 million (future project)



NKU Parking Services Rate History

- **FY2015:** No parking increases for faculty/staff/students
- **FY2016:** No parking increases for faculty/staff/students
- **FY2017:** No parking rate increase was requested for faculty/staff/students. Board of Regents requested a 3% with proceeds going to the central fund.
- **FY2018:** Weighted average increase of 4.14%
- **FY2019:** Weighted average increase of 4.00%

Higher Education: Comparative Rates:

The University of Cincinnati:

- UC has (8) classifications of faculty/staff parking; rates range from \$690 - \$1,008. They do not appear to have reserved parking in the traditional sense.
- UC has (7) classifications of student parking; rates range from \$488 - \$873

Western Kentucky University:

- WKU has (5) classifications of faculty/staff parking; rates range from \$110 - \$440. Reserved parking rates are \$720 annually.
- WKU has (4) classifications of student parking; rates range from \$120 - \$265

The University of Kentucky:

- UK has (7) primary classifications of faculty/staff parking; rates range from \$408 - \$672. Reserved parking rates are \$1,332 annually.
- UK has (7) primary classifications of student parking; rates range from \$296 - \$448.

Proposed Parking Rates: **Fiscal Year 2020**

<u>Category:</u>	<u>FY2019:</u>	<u>FY2020:</u>	<u>Increase:</u>
Faculty/Staff (full-year)	\$385	\$397	\$12
Faculty (part-time)	\$35	\$37	\$2
Staff (part-time)	\$190	\$195	\$5
Reserved Parking	\$810	\$835	\$25
Student (full-year)	\$250	\$259	\$9
Student (semester-only)	\$145	\$150	\$5
Student (summer-only)	\$58	\$63	\$5

Weighted average for all increases is 3.49%



THANK YOU!





Master Planning

February 4, 2019

Master Planning at NKU

- Brief History of Master Planning
- Brief Overview of 2009 Master Plan
- Case for Update to Master Plan



Master Planning at NKU

- National firms were used to evaluate sites for the new campus in 1968 and the recommendation for the Campbell County site was reached March 31, 1969
- NKU has a long history of Master Planning
 - 1970, 1971, 1979, 1987, 1995, 2000, 2005 and 2009



What is a Campus Master Plan?

- Physical manifestation of the strategic plan
- Crucial tool to confirm that short-term projects are consistent with long-term plans and goals
- “Big” Vision ensures facility investments are on target and strategic
- Strives to maximize appropriate and efficient use of built and natural resources
- A good plan has built-in flexibility



NKU 2009 Master Plan

Basic Assumptions

- CPE mandate to double enrollment by 2020
 - Key to KY's future economic growth
 - For NKU: 26,000 headcount students by 2020
- 2.1 million square feet in new academic buildings (130% increase over 2008)
- 4,034 residential beds (2,200 new beds)
- 4,350 new parking spaces



2009 Master Plan

Priority Issues and Goals

1. Improve sense of place
2. Use quadrangles to create neighborhoods
3. Maintain compact campus core
4. Sites for academic buildings, housing, athletic and rec fields
5. Increase parking capacity
6. Continue effort to realize Connector Road (Norse Boulevard)
7. Define land acquisition strategy
8. “Green” the campus, reduce concrete and invest in heritage landscapes
9. Create a campus town environment



Why a New Master Plan Now?

- Major initiatives recommended in 2009 plan have been accomplished
- Realignment of enrollment projections
- Athletics transition to D1
- New strategic plan
- Need to reset priorities for capital investments
- Plan growth to support the strategic vision



Why a New Master Plan...Continued

Issues which typically drive campus master planning:

- Why do students choose NKU? Why not?
- How much enrollment growth can our campus accommodate?
- Do we need more classrooms? Labs? Offices?
- Where should new academic programs be located?
- What are our capital priorities? Why?
- How much parking do we really need and where should it be located?
- How can we improve the 'curb appeal' of the campus?
- Where should future housing and athletic facilities be located?
- Are our land resources adequate for the future build-out of the campus...should we continue our land acquisition program?
- How can we improve our town/gown relationship?

Typical Master Plan Components

- Space Utilization/Space Needs
- Transportation and Parking
- Pedestrian Circulation
- Athletics and Recreation
- Student Life, Housing and Dining
- Facility Condition Evaluation
- Community Integration
- Infrastructure/Utility Condition and Capacity
- Landscape, Wayfinding and Signage
- Land Acquisition
- Architectural, Site and Design Guidelines
- Implementation, Phasing and Cost Modeling



Typical Master Plan Process

Committees:

- Steering Committee
 - Various subcommittees and task forces to support planning effort

Process:

- Highly integrative and collaborative
- Thoughtful engagement of the entire community at multiple steps in the process
- Multiple town hall sessions with the local community
- Many student focus groups and one-on-one interviews

Planning Integration

Campus:

- University Strategic/Framework Plan
- Academic Plan
- Enrollment Plan
- Athletic Strategic Plan

External:

- City Comprehensive Plan
- County Comp Plan
- County Recreation Plan
- OKI Regional Transportation Plan
- TANK Network Study
- Water, Sanitation District, DUKE Energy Regional Planning Efforts, Cincinnati Bell, Fiber Providers

Planning Integration, Cont.

Regional and State Level Integration:

- Regional Governmental and Economic Development Leaders
- State Transportation Cabinet
- CPE
- Capital Planning Advisory Board
- State Budget Office
- Governor's Office
- Legislative Leadership and NKY Caucus
- Grants

Possible Schedule

Completion 12 to 18 months from award of contract

Proposed Calendar

- Funding decision: April
- RFP selection process:
May – July, 2019
- On-campus engagement
Sept 2019 - April 2020
- Final Master Plan: August 2020



Capital Plan Process

- Due April 15, 2019
 - Six Year Plan – 2020-2026
 - To Capital Planning Advisory Board
- Capital Budget due Nov. 15, 2019
 - Biennial Capital Budget
 - To CPE / State
 - CPE's priority is capital renewal
- 2018-2020 Priorities move forward to 2020-2022 ?



NKU Master Plan 2009



North →

Academic

Existing Buildings ■

Proposed Buildings ■

Housing

Existing Buildings ■

Proposed Buildings ■

Parking Decks

Existing ■
Proposed ●

Land Acquisition Map

