

Members present: Peg Adams, Tina Altenhofen, Keysha Alston, Robert Alston, Cindy Ash, Brandon Billiter, Chris Bowling, Tiffany Budd, Christopher Charnegie, Ashley Coates, Gina Combs, Vicki Cooper, Shawn Clark, Hanna Ferrenberg, Ali Hannig, Dave Groeschel, Mike Irvin, Daniel Jones, Sherri Jones, Constance Kiskaden, Sue Murphy-Angel, Krista Rayford, Frank Robinson, Rochelle Shields, Steve Slone, Terri Smith, Ryan Straus, Diana Wallace, Terkerah Washington, Kimberly Wiley, Christopher Witt

Members absent: Thomas Crabtree, Brenda Maldonado, AJ Miller

Guests: Grace Hiles, Ashish Vaidya, Brigitte Evans, Chris, Deanna Karam, Emily Dobbs, Inna Pylyayeva, Janice Ison, Janel Bloch, Jennifer Taylor, Kim Baker, Lori Southwood, Lori Thaxton, Madeline Rumker, Mia Derks, Michael Hales, Millie McLemore, Ross Brown, Tom Barnett

I. Call to Order at 1:04 PM

II. Guest – President Vaidya

III. Voting Item: New SC Representative – Vicki Cooper

Motion:	Robert Alston
Second:	Ryan Straus
Approved:	Voice Vote

IV. Approval of August 13, 2020 Minutes

Motion:	Constance Kiskaden,
Second:	Ali Greer
Approved:	Voice Vote

V. Liaison Reports

- A. Board of Regents – Staff Regent David Bauer -
- B. Administrative Liaison – Chief Human Resources Office Lori Southwood - **report**
- C. Faculty Senate – Budget Committee Chair Dr. Janel Bloch - **report**
- D. Student Government Association – Mia Dirks - **report**
- E. President’s Report – Sara Conwell - **report**

VI. Standing Committees:

- A. Benefits –
- B. Constitution & Bylaws –
- C. Credentials & Elections –
- D. Outreach –
- E. Policies –
- F. Scholarship -

VII. University Committees:

- A. Benevolent Association –
- B. Food Service Advisory –
- C. IT Advisory Committee –
- D. Regent’s Distinguished Service Award –
- E. Sustainability – **report**
- F. Transportation –
- G. Employee Engagement and Wellbeing –

- H. Residency Review -
- VIII. Ad-Hoc Committee
 - A. Roundtable – report
 - B. Pension - report

IX. Old Business

X. New Business

XI. Announcements - report

XII. Adjournment at 2:07 PM

Motion: Diana Wallace
Second: Keysha
Approved: Voice Vote

Guest – President Ashish Vaidya

President Vaidya made his semester “check in” with Staff Congress and shared some updates. He discussed students, faculty and staff being back on campus and the adhering to the Norse Nine principles. He thanked everyone for the work they are doing during these trying times. He shared that Lori Southwood and the Pension Committee will be involved over the next several weeks working together on KERS information sessions. As he stated in his message from earlier in the week, there are basically two options: hard or soft exit. The brunt of the work will happen over the next six to eight weeks and that no final decision has been made yet. The final decision will be announced at the December BOR meeting.

Administrative Liaison – Lori Southwood

October 2020 Staff Congress Report Outs

Business Operations and Auxiliary Services:

- Nothing to Report

VP A&F / Chief Financial Officer:

- Finalizing negotiations with Fairmount on US27 phase 2 development
- Master plan being finalized with recommendation to board 11/11
- Continue to work with Segal and Commonwealth Economics on the employee options and financing options with board recommendation 11/11

Budget Office:

- Creating a vacancy tracking report for each division that will be distributed monthly. More details to be communicated shortly.
- Updating the Budget Model with FY21 Budget data and preparing summary documents.
- Preparing for Annual Assessment meetings to review FY20 performance, FY21 1st quarter performance and identify FY22 priorities.

Facilities Management:

- Nothing to Report

Human Resources:

- **Annual Enrollment** begins Friday, October 30, 2020, and ends promptly at midnight on Friday, November 13, 2020.
- Annual enrollment is passive this year. This means that if you have current benefits you don't have to re-enroll during Annual Enrollment unless you are actually making changes to your current elections or opting out of coverage. **Due to IRS regulations, employees are required to reenroll in their Health Savings Account and/or Flexible Spending Account.**
- **Virtual Benefits Fair** in October, where you'll find an online source for content from our benefits vendors such as videos, brochures, and more. We encourage you to visit the [Annual Enrollment website](#) and use these resources to help get answers to your questions or learn more about the benefit options available to you as an NKU employee.
- **Online W-2 enrollment** is open. Please visit the Payroll website for detailed instructions. <https://inside.nku.edu/hr/payroll/online-w2.html>.
- NKU's partnership with Mayerson Academy and the Wellbeing Lab has made the PERMAH workplace survey available to all NKU staff and faculty at no cost. In addition, NKU worked with Mayerson Academy and the Wellbeing Lab to develop a new version of the survey tool designed specifically for higher ed. You can find a link to this comprehensive resource below which includes the survey for getting a pulse on your personal wellbeing, a tool to build a plan for impacting your wellbeing, your personalized (and confidential – administered by the Wellbeing Lab) wellbeing report, and wellbeing resources and action. <https://inside.nku.edu/hr/eew/PERMAH.html>. Contact Kim Baker at bakerk7@nku.edu if you need assistance with the survey.

IT:

- To purchase technology, such as software, external hard drives, or computer equipment outside of the computer replacement program, please be sure to complete the IT Procurement Request Form found on the Procurement home page, for approval before placing the order.

Faculty Senate – Janel Bloch

Janel Bloch shared that Faculty Senate met on September 28. Faculty Senate President John Farrar announced the make-up of the Diversity, Equity and Inclusion Committee. The committee will have five to six members and will be chaired by David Childs from the College of Education. The PCC and Faculty Senate will be reviewing various policies that are coming up for discussion, including the sexual harassment policy as well as the final examination policy. The next meeting is October 26.

Student Government Association – Mia Dirks

Mia Dirks shared that SGA had their first Campus Safety meeting on October 5. Several physical safety concerns were addressed. Members of the SGA's staff administration and

members of the HGA board attended. Victor Talks will be held October 20 at 6:00 pm. Electoral literacy will be discussed. Hopefully this will motivate people to vote. Faculty and staff, along with Senator Wil Schroder, will be speaking.

President – Sara Conwell

1. Fall Leadership Forum—Questions discussed
 - a) What are the barriers to achieving these metrics? How can we collaborate to remove/reduce barriers?
 - b) As a result of COVID, where do we have capacity issues? Where do we have excess capacity?
 - c) How will my department/unit/office directly or indirectly support and advance these goals this year?
 - d) What metrics should we use to measure progress towards these goals?
2. Vice President for Student Affairs Open Forums
 - a) I hope you have had a chance to sit it on the forums for the candidates, and have been able to complete the survey for those you have listened to
3. Recognition Website Update
 - a) Working with Tim Ferguson, Theresa Westlund and Jennifer Taylor in IT to discuss progress and ETA (screen share)
 - b) Discussion/Thoughts/Suggestions?
 - c) Will house on SC website with links on HR, FS and SGA
 - d) Those recognized will be sent an email of congratulations, along with their supervisor

Benefits

Krista Rayford shared that the Annual Enrollment will open October 30! The portal will be open in MyNKU until midnight on Friday, November 13, 2020.

Annual Enrollment is your annual opportunity to reflect upon your current benefit elections and make any needed changes for the upcoming year. Annual enrollment is passive this year. This means that if you have current benefits you don't have to re-enroll during Annual Enrollment unless you are actually making changes to your current elections or opting out of coverage. Due to IRS regulations, employees are required to reenroll in their Health Savings Account and/or Flexible Spending Account.

We encourage you to visit the Annual Enrollment website to learn more about the benefit options available to you as an NKU employee. We have a new enrollment platform on MyNKU and you can find a video with enrollment instructions on the website.

Policies

Frank Robinson shared that the Policy Committee has begun the process of reaching out to policy committees on campus and has three goals in mind for the year. 1) Enhancing communication lines between Staff Congress and various policy making groups on campus; 2) Building staff representation on those committees; and 3) Helping raise more awareness to Staff

Congress and staff on campus about policy changes and policy issues that might affect staff or staff interest. They have been talking with some members of human resources and other people that are members of other groups that they think are really good groups to make sure that information is flowing through. Later this year they will have some more updates for everyone about more specific policies and there are a few policies right now that are being looked at that are that are kind of big things for the university. You can sign up to be on the listserv and get notifications when new policies are under review: <https://inside.nku.edu/policy.html>

IT Advisory Committee

Dan Jones shared that the main thing the IT Advisory Committee is talking about is the limit of Zoom space for meeting, mostly with classes. IT is working on extending the current 90-day limit to an entire semester. And also talking about utilizing the G Suite tools like Google Docs because some classes are better suited for G Suite.

Sustainability

September 2020

Highlights:

Campus Sustainability Month events

October 7 - Energy Efficiency Day.

Visit the sustainability [website](#) for tips to reduce your usage

October 9, Meet and Greet with NKU Sustainability, 1 - 2 pm, Virtual*

Let's talk about sustainability! Meet your NKU Sustainability staff, Tiffany and Maria, and learn about different initiatives happening with campus. We'll then open up the conversation to hear from you with any questions and to learn what you would like to see with sustainability on campus.

October 15, Facebook Live with Maria, 3 pm, Virtual*

Tune in at 3 pm on October 15 to watch Sustainability student intern Maria Osbourn speak about an exciting and engaging Netflix series, Down to Earth with Zac Efron. This series explores sustainability topics around the globe.

October 16, 80 Acres Farm Presentation and Q&A, 12 – 1 pm, Virtual*

80 Acres Farm is a large-scale indoor hydroponic farming facility located locally in Hamilton, Ohio. They use zero pesticides and recycle 97% of their water. Learn more about this sustainable organization and how they positively contribute to our food chain and our local community.

October 16-17, Campbell County Clean-up event, 8am – 5pm

For Campbell County residents only. Visit our [website](#) for details.

October 19, Global Climate Change Week

"Global Climate Change Week aims to encourage academic communities – including academics, students, and non-academic staff at universities in all disciplines and countries – to engage with each other, their communities, and policy makers on climate change action and solutions."

October 20-22, Global Conference on Sustainability in Higher Education, Virtual*

"The Association for the Advancement of Sustainability in Higher Education's (AASHE's) virtual Global Conference on Sustainability in Higher Education is the largest stage to exchange effective models, policies, research, collaborations and transformative actions that advance sustainability in higher education and surrounding communities."

October 22, Netflix Party, 7 - 8 pm, Virtual*

Down to Earth with Zac Efron, Episode 1: Iceland

October 28, Recycling Workshop and Q&A, 12-1 pm, Virtual*

Confused about what can and cannot be recycled? Join us for this recycling workshop and help clear up the confusion! Anne Gray from Rumpke will present about their local facility in Cincinnati and educate attendees on how to properly recycle.

October All Month, Student Art Show, Virtual*

The Environmentally Concerned Organization of Students (ECOS) is hosting a virtual art show for students during the month of October to celebrate Campus Sustainability Month. All students are encouraged to participate! There will be small prizes for the winners of the art show. Visit the sustainability website to post and view artwork

*Visit <https://inside.nku.edu/sustainability/get-involved/campus-sustainability-month-.html> to access links for all virtual events

Tiffany Budd, buddt1@nku.edu
Sustainability Operations Coordinator

Roundtable

Steve Slone shared that the Roundtable event is scheduled for February 11, 2021 for 1:00-3:00 pm. This is scheduled during our regular Staff Congress meeting. Steve is working on the survey and hope to have it up and active in November.

Pension Committee

Kimberly Wiley shared that the Pension Committee have had several meetings with Lori and Mike in the next few weeks. They are still waiting on data from Segal before they can make a final decision regarding the soft or hard exit from KERS. We have requested personal stories from staff and have already received about seven pages of stories to share with the President and BOR. If anyone has questions, please feel free to ask.

Old Business

Committee goals are due by today's meeting.

New Business

Bob Alston shared a resolution for race equity:

“In response to continued and systemic racial injustice, in support of our Black campus community members, and informed both by the statement NKU’s Black Faculty & Staff Association (BFSA) issued on July 15, 2020, and other legislation adopted by varied higher education shared governance bodies in the US, I’ve drafted a piece of legislation that I plan to advance to a vote in our November 12 Staff Congress meeting to acknowledge and support institutional action on the (re)production of white supremacy culture and the unyielding violence toward folx identifying as Black, Indigenous, or People of Color.

Staff Congress has been silent on this issue, and to amplify focus on this complex challenge our Policy Sub-Committee will continue to connect with BFSA and other policy groups across campus to support and advance equity within NKU’s policies. This statement of support for our colleagues and BFSA will ensure that Staff Congress remains engaged in supporting staff of color at NKU. I will send the draft resolution as a part of the minutes, and I welcome any feedback and suggested revisions. Please contact me via email at alstonr1@nku.edu.”

Draft resolution:

A RESOLUTION of the Northern Kentucky University Staff Congress to declare that the lives of Black students, staff, faculty, and administrators matter;
WHEREAS, the Northern Kentucky University Staff Congress acknowledges the recent shooting of Jacob Blake and the deaths of George Floyd, Breonna Taylor, Tatiana Hall, Ahmaud Aubrey, Brayla Stone, Merci Mack, Eric Garner, Tony McDade, Michael Brown, Bree Black, Sandra Bland, Draya McCary, Trayvon Martin, Shaki Peters, Tamir Rice, Riah Milton, and too many others; and
WHEREAS, these deaths are part of a long and evolving legacy of racist oppression and discrimination in the United States of America (US). This pattern of unyielding violence toward Black folx is indicative of a socially constructed and (re)produced divide that continues to grow, threatening the current and future well-being of our Black campus community; and
WHEREAS, we express solidarity with those protesting around the US, including in Kentucky and our region, who are expressing their outrage and frustration at the injury and deaths of unarmed Black folx; and
WHEREAS, the killings of unarmed Black men, women, *trans men, and *trans women, have left our Black campus community searching for answers to previously asked, complicated, and infuriating questions; and
WHEREAS, we acknowledge that we support and intend to amplify the voice of NKU’s Black Faculty and Staff Association (BFSA) and their July 15, 2020, statement calling on the campus community to support BFSA’s role in creating a sense of belonging for NKU’s Black campus

community and to improve NKU's collective advocacy for involuntarily marginalized students;
and

WHEREAS, schools should be places to practice, cultivate, & enforce equity, to build understanding and empathy, to create knowledge, and to actively engage our community in creating pathways to freedom and justice for all people; and

WHEREAS, the Northern Kentucky University Staff Congress upholds the ideals of social justice, equitable legal justice, racial justice, and human dignity for the members of our campus community;

NOW THEREFORE, BE IT RESOLVED, that the Northern Kentucky University Staff Congress asserts that the lives of our Black students, staff, faculty, and administrators matter; and affirms the rights of Black students, staff, faculty, and administrators to be treated with respect and dignity within schools and communities; and

BE IT FURTHER RESOLVED, that the Northern Kentucky University Staff Congress will uplift, coordinate with, and support the mission and goals of NKU's BFSA in creating sense of belonging students, staff, faculty, and administrators of color; and

BE IT FURTHER RESOLVED, that the Northern Kentucky University Staff Congress will develop collaborative pathways with NKU's BFSA to review and recommend changes to policies and procedures that affect Black staff retention and wellbeing; and

BE IT FURTHER RESOLVED, that the Northern Kentucky University Staff Congress encourages staff, faculty, and administrators across divisions and disciplines to specifically include in their curricula and professional development plans materials that address topics of racial bias, systemic racism (both historically and contemporarily), and racist stereotypes that are present in different vocations and fields of study; and

BE IT FURTHER RESOLVED, that Northern Kentucky University Staff Congress will engage in self-education and evaluation related to our own discourse, policies, and practices that intentionally or unintentionally harm and exclude members of NKU's Black campus community; and

BE IT FURTHER RESOLVED, that Northern Kentucky University Staff Congress invites staff and faculty across divisions and disciplines to use resources, research, and experiential learning opportunities that are inclusive of all of our diverse learners to enrich instruction throughout the whole year, not just one week or one month; and

BE IT FURTHER RESOLVED, that the Northern Kentucky University Staff Congress will stand in solidarity with students who lead non-violent demonstrations and other educational events related to systemic and institutional racism; and

BE IT FURTHER RESOLVED, that the Northern Kentucky University Staff Congress encourages ongoing critical reflection and for students, staff, faculty and administrators to have difficult and honest conversations concerning systemic racism, social injustice, racial and ethnic bias.

Adopted unanimously (or by a vote of ___ to ___) this 12th day of November by the Northern Kentucky University Staff Congress.

Meeting adjourned at 2:30 pm.

Motion: Diana Wallace
Second: Keysha Alston