

Members present: Peg Adams, Keysha Alston, Robert Alston, Tina Altenhofen, Cindy Ash, Brandon Billiter, Chris Bowling, Tiffany Budd, Christopher Charnegie, Shawn Clark, Ashley Coates, Gina Combs, Sara Conwell, Vicki Cooper, Dave Groeschen, Ali Hanning, Sherri Jones, Constance Kiskaden, Brenda Maldonado, 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, Hanna Ferrenberg, Mike Irvin, Daniel Jones, Beth Lackey

Guests: Lori Southwood, Janel Bloch, Grace Hiles, James Parker, Michael Hales, Charlisa Daniels, Amy Danzo, Brigitte Evans, Ward Wenstrup, Susan Ryman, Chad Ogle, Kerri Beach, Meghan Schmidt, Ashley Figgins, Ashley Siemer, Lou Stuntz, Ashley, Connie Seiter

- I. Approval of January 14, 2021 Minutes
Motion: Ryan Straus
Second: Connie Kiskaden
Approved: Voice Vote
- II. Liaison Reports
 - A. Board of Regents – Staff Regent Interim - James Parker
 - 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 -
 - E. President’s Report – Sara Conwell - [report](#)
- III. Standing Committees:
 - A. Benefits –
 - B. Constitution & Bylaws –
 - C. Credentials & Elections – [report](#)
 - D. Outreach – [report](#)
 - E. Policies – [report](#)
 - F. Scholarship - [report](#)
- IV. University Committees:
 - A. Benevolent Association –
 - B. Food Service Advisory –
 - C. IT Advisory Committee –
 - D. Regent’s Distinguished Service Award –
 - E. Sustainability – [report](#)
 - F. Transportation – [report](#)
 - G. Employee Engagement and Wellbeing –
 - H. Residency Review -
- V. Ad-Hoc Committee
 - A. Roundtable – [report](#)
 - B. Pension - [report](#)
- VI. Old Business
- VII. New Business

VIII. Non-Member Discussion Period

IX. Announcements -

XII. Adjournment at 2:40 PM

Motion: Keysha Alston
Second: Robert Alston
Approved: Voice Vote

Guests

Michael Hales shared a presentation on the Budget including an update on stimulus funds, the FY21 Budget update and the FY22 Budget Status.

- Stimulus Relief – Higher Education Relief Package
 - \$20+ billion to higher education
 - NKU will receive \$13.7M
 - \$4M will go directly to students –more flexibility on use of funds
 - New –Includes funds that can be used by institutions to defray coronavirus-related expenses, including lost revenue
- FY21 Budget Update
 - \$20+ billion to higher education
 - NKU will receive \$13.7M
 - \$4M will go directly to students –more flexibility on use of funds
 - New –Includes funds that can be used by institutions to defray coronavirus-related expenses, including lost revenue
- FY22 Budget Status
 - \$20+ billion to higher education
 - NKU will receive \$13.7M
 - \$4M will go directly to students –more flexibility on use of funds
 - New –Includes funds that can be used by institutions to defray coronavirus-related expenses, including lost revenue
 - Next Steps
 - Identify recommendations on cost reductions and revenue enhancements
 - Continue to solicit feedback on investments/divestments
 - Determine recommended tuition/fees
 - Budget and Tuition recommendation to board in May
- Tuition & Fee Recommendations
 - Undergraduate tuition increases likely limited
 - Graduate tuition recommendations in process
 - Fee recommendations
 - Currently no parking increases recommended for students, faculty, staff
 - Dining increases based on CPI per contract
 - Housing increases will be based on new residence hall
- Feedback Needed – Please send any ideas to Sara Conwell.
- Tuition & Fees
- Areas for investment
- Potential areas to divest

Charlisa Daniels and Amy Danzo shared the NKU Parental Leave Policy they are working on. This policy would allow for a 16-week leave with pay for the parent as well as a stipend for the person taking over their duties in the office. The policy was presented to Faculty Senate at the February meeting. They have been working with HR to determine the costs of leave and stipends and they seem doable. Charlisa and Amy will report back to Staff Congress as the policy progresses through the approval process.

NKU Parental Leave Policy - DRAFT

POLICY & PROCEDURE DOCUMENT NUMBER:

DIVISION:

TITLE: Paid Parental Leave DATE:

POLICY FOR: All Faculty and Staff Positions

AUTHORIZED BY:

Purpose and Scope

This policy is established and constructed to demonstrate NKU's commitment to a workplace culture that supports faculty and staff in balancing the challenging responsibilities of work life and family life. Specifically, this policy sets forth benefits and provisions that support the family unit associated with the birth or adoption of a child. By design, this policy illustrates strongly held institutional values by providing parents significant time and flexibility to bond with a new child, to adjust to a modified family status and balance professional obligations. These tenets are consistent with NKU's strategy for recruiting and retaining an inclusive, diverse and exceptionally qualified workforce.

Definitions

For purposes of this policy, the following definitions apply:

Eligible employee: a faculty or staff member who meets FMLA or other eligibility criteria as stated within this policy.

Parent: a faculty or staff member who is a legal parent of a newborn or newly adopted child. A legal parent is one whose name appears on the respective child's birth certificate, or legal document establishing paternity or a legal document establishing adoption.

Spouse or Other Qualified Dependent/Partner: a husband or wife, as recognized under the laws of the Commonwealth of Kentucky or Other Qualified Dependent (OQD)/Partner who is financially interdependent and sharing a primary residence with the employee. The spouse or other qualified dependent (OQD)/partner, must meet FMLA and any other applicable eligibility criteria for any paid parental leave provisions under this policy.

Semester Weeks: weeks that occur during the fall and spring semesters in which faculty are teaching. Summer and winter breaks are not considered semester weeks. For staff, this consists of all weeks within an academic year, other than holiday breaks that last five (5) or more days.

Parental Leave: a period of time away from job responsibilities that may include paid and unpaid time as specified in this policy. The purpose is for the recovery from birth of a child and/or to bond with a newborn or a newly adopted child who is under the age of 18. Parental Leave must be taken within a 12-month period from the time of the event. Parental Leave may be taken in advance of the event when deemed necessary or when required to fulfill the requirements for an adoption. Utilization is limited to once during a rolling 12 month-period based on the date of the birth or executed adoption agreement. Parental Leave is intended to run concurrently with an eligible employee's qualified FMLA leave.

Paid Parental Leave: paid leave that is awarded separate from any eligible employee's balance of accrued sick or vacation leave. Paid Parental Leave is intended to run concurrently with an eligible employee's qualified FMLA leave. Pay for the paid leave period is established based on the employee's regular base salary or base hourly rate.

Explanation of Benefit

All requests for Parental Leave as described under this policy should be made as far in advance as possible, but not less than thirty (30) calendar days before the leave is to commence. Requests for leave should be presented in writing to the applicable department/unit head and dean. Employees may use the Paid Parental Leave benefit within 12 months from the birth/adoption date. (Use FMLA forms on HR webpage)

Faculty Employees

Upon request and following the provisions of policy, faculty, including those with administrative responsibilities, will be granted Paid Parental Leave following the birth or adoption of a child. Duration of the Paid Parental Leave is for up to one academic semester or 16 semester weeks. If the birth/adoption occurs mid-semester or late-semester, a faculty member may choose to take paid leave during the semester in which the event occurs or the following semester.

Prior to the start of or at the expiration of a Paid Parental Leave period, it may not be feasible for a faculty member to return to customary classroom/instructional duties. Because of this, a workload modification plan must be developed that provides guidance for the faculty member's work until the next semester begins. The proposed workload modification plan will generally involve a reassignment of the faculty member to research, service or administrative duties (i.e., teaching during the bi-term, service role to the department or departmental administrative functions). Faculty are exempt from one semester's worth of teaching and service; therefore any modified teaching arrangements made during partial semesters (before and/or after paid parental leave time) shall not equal more than one semester's worth of effort in total. The applicable college dean will authorize and approve the plan in compliance with academic policies.

Summer and winter breaks are not counted against the semester or 16-week total, respectively. Faculty will not be required or expected to attend pre-semester meetings in the semester they are taking leave. However, any holiday or closure period of less than five (5) business days is counted toward the limit.

Staff Employees

Upon request and following the provisions of policy, including those with administrative responsibilities, staff will be granted Paid Parental Leave following the birth or adoption of a child. Duration of the Paid Parental Leave is for up to 16 weeks. The applicable college dean or department director will authorize and approve the plan in compliance with university policies. Any holiday or closure period of less than five (5) business days is counted toward the limit.

Compensation for Attending Employee

The Dean or Department Chair will assign stipends to faculty and staff who are assuming the courses and responsibilities of the employee on leave. This paperwork should be completed no later than thirty (30) days before the beginning of the leave. The stipend should be an amount determined by the appropriate Human Resources representative, and should cover the time from the beginning of the leave until the end of the leave.

Eligibility Criteria

There is no waiting period for full-time employees prior to being eligible for Paid Parental Leave. Part-time employees must have been employed for one (1) full semester (Fall or Spring) in order to be eligible for benefits under this policy. Part-time faculty are eligible for pay equivalent to the modal (most common) number of classes they taught in the past two academic years. Part-time staff are eligible to pay equivalent to their normal weekly rate.

In cases where both parents are NKU employees, they may choose to take paid parental leave independent of each other.

Option to Extend the Tenure Probationary Period

A tenure track, non-tenured faculty employee may request an extension of the tenure probationary period in conjunction with an approval Parental Leave as provided for in Academic Affairs Policy #####.

Considerations for Promotion

Time taken under this policy is still considered time toward promotion. In other words, if an employee member us required to complete five years of work at NKU until they are eligible for promotion and they take one semester of leave during those five years, they are still eligible for promotion at the end of five years. The employee should note their use of the paid parental leave policy in their application for promotion and that time should not count against them.

Conflicts of Interest

????

Protections for Faculty Employees

No employee shall be discriminated against or otherwise experience reprisals in any appointment, evaluation, promotion, tenure award or other employment-related process as a result of utilizing Parental Leave and other provisions specified within this policy and as articulated in the University's non-discrimination policy.

Mid-/Late-term Miscarriages, Stillbirths, and Infant Mortality

In cases of loss of pregnancy, a stillbirth, or infant death, Policy 4.6302: FMLA (Expanded Sick Leave/FMLA) would apply.

Support for Pregnancy, Childbirth, Related Medical Conditions and Nursing Mothers

In compliance with federal and state law, employees are provided protections against employment discrimination related to pregnancy, childbirth, and related medical conditions. On request and following proscribed procedures, NKU will make reasonable accommodations to employees who are limited due to pregnancy, childbirth, and related medical conditions, except where an undue hardship would be imposed on the institution.

Nursing mothers shall be provided reasonable paid break time for purposes of expressing breast milk for a nursing child up to one (1) year after the child's birth date. Additionally, appropriate space/facilities for purposes of expressing breast milk shall be provided as follows:

- The area must be shielded from view and free of intrusion from others.
- A bathroom or restroom is inappropriate and shall not be designated as an area for expressing breast milk.
- The space may be a private area contained within a larger room or a private room that is reliably made available to nursing mothers whenever needed, but may otherwise be used for different purposes.
- The area shall be equipped with seating, a table or other flat surface, an electrical outlet and nearby access to water/sink.

Related Policies

- Policy 1.1240
- Policy 1.2092
- Policy 4.6302

Staff Regent, Interim – Jim Parker

No report.

Administrative Liaison – Lori Southwood**March 2021 Staff Congress Report Outs****Business Operations and Auxiliary Services:**

- Nothing to Report

VP A&F / Chief Financial Officer:

- Continuing FY22 budget planning with expected board approval in May.
- Six-month assessment reviews with divisions/colleges were completed the weeks of February 15th & 22nd.
- In February, Moody's performed a rating review and issued a credit report noting that we remained an A1 stable for our upcoming bond issuance.

- Pension workgroup continues to proceed with plan to issue pension bonds with likely issuance at end of March or early April.

Budget Office:

- Using the proposed Revenue Estimates, Operating Budgets, and Fixed Costs in SmartView system to generate a proposed FY22 Proposed Budget.
- Continuing the evaluation of the Proposed FY22 Fee Schedules to ensure that each fee has been reviewed from an affordability & relevance standpoint and that a Fee Request form is present for any changes.
- Debriefing and creating action items based on the outcomes of the Six-month assessment meetings held the week of 2/15 and 2/22.
- Other high & medium priorities – mainly analysis and internal/external requests.

Facilities Management:

- Nothing to Report

IT:

- There is an unemployment scam occurring in Kentucky. Letters are received by people with their name and address and an unemployment benefit dollar amount. Note: there is a social security number (last 4) listed that is NOT your SSN. This is a Phishing Attack, do not respond. If you receive one of these letters please report it to Ulfraud@ky.gov
- Recent enhancements to the Parked Vendor Invoice (PVI) process have been put into production. Changes on the initial MyInbox screen, include options for users to approve, reject or send the PVI back for correction:
 - Approve=users approve and IT workflows to the next level approver. If last level approver, the document posts and encumbers budget.
 - Reject=if users reject, the workflow is deleted, and unencumbers budget
 - Send PVI Back for Correction=the PVI returns to the initiator (process change). The initiator receives an email regarding the change and a workflow in MyInbox, to process the change. Once the change has been processed, it will workflow again to all approvers.
- If you would like any software added to departmental labs, smart classrooms, or IT computer labs, or if you want to make sure particular software remains on a lab or classroom system for the summer and fall semesters, submit a [service request](#) to IT no later than **Monday, March 15**. If you are using software that has not been used previously, be sure to provide proof of licensing as well as the installation media.

Human Resources:

• Training & Development:

- The annual staff review of employees' past performance (March 1, 2020 – February 28, 2021) is underway with a new form and extended due date to HR, which is May 28. Please ensure that members of your team(s) are using the new form and note that the completed form, which includes all required signatures, are to be submitted to HR via Qualtrics and not through HR's email box. Any questions, please reach out to Dr. Marquita Barron via email.

- The annual refresher training is almost set. The anticipated date for the communication about completing the refresher is set for the week of March 15. Any questions, please reach out to Dr. Marquita Barron via email.
- Training & Development and University Wellness have a number of webinars and activities available to employees and accessible via the HR webpage, which includes a webinar by NKU's Campus Police titled "Run, Hide, Fight-Active Aggressor Response". Any questions, please reach out to Dr. Marquita Barron (Training & Development) or Kim Baker (University Wellness) via email.

- **Payroll**
 - Kellie Ziesemer is our new Director of Payroll. Kellie's first day was on March 1st. Kellie comes to NKU with more than 25 years of payroll experience. She is also an NKU alum.
 - Campbell County taxes:
 - We've spoken to Campbell county regarding NKU employees who are working from home and who's residence is located outside of Campbell County.
 - The Campbell County Tax Office has advised NKU that NKU should continue to withhold tax based on the campus being located in Campbell County.
 - However, employees can request a refund from Campbell County. There is a form available on the Campbell County website which the employee can complete to request a refund.
 - Campbell County requires proof from the employee that the local tax for where they reside has been paid. Here is the link and information on the Campbell County Tax website.
 - **Refund Request Form for Individuals (Requests due to time worked outside the County and/or Cities will first require proof of filing/payment with the proper jurisdiction) [Individual License Refund Form](#)**

Faculty Senate – Janel Bloch

- The Professional Concerns Committee (PCC) is looking at a way of handling student complaints that are made directly to senior administrators such as the president or provost. There have been instances of faculty becoming aware of such complaints coming down through their deans. One possibility is suggesting language for those who might field those complaints.
- TEEC is looking at new software for student evaluations.
- Voting items in the last Faculty Senate meeting included a Bachelor of Arts in Education, Culture, and Society (an education degree for those not getting teaching certification) and a Master of Science in cybersecurity.
- A proposal to add a Vanish-Fail (VF) grade was also approved. This proposal will now be reviewed by the Grad Council. It will then go through the policy approval process.
- The Senate approved that a request be written to waive the Kentucky residence requirement for COVID-19 vaccinations in Kentucky for NKU staff, faculty, and students.

Faculty Senate President John Farrar agreed to work with Staff Congress and SGA on this.

- A faculty budget priorities survey seeking input on budget priorities and ideas for strategic investment and suggestions for "Box 2" is currently available for responses. 210 responses have been received so far.

President – Sara Conwell

1. Meeting with SGA
 - a) Steve and I met with Lauren Goodwin and Mia Derks to see how Staff Congress can more fully support SGA
 - b) It was proposed that we establish standing monthly governance meetings with SC, SGA, and FS exec teams
 - c) A way to stay more in touch with each other beyond reporting at our meetings
 - d) FS is on board and we will have our first meeting this month
2. Success by Design
 - a) During the last Strategic Advisory Group meeting, Bonita specifically asked about what staff's thoughts were regarding Success by Design.
 - b) I hope you've been able to see her video message regarding the SBD update
 - c) I'd like to get your thoughts/feedback about the staff's perspective regarding the initiatives and moving forward. I informed Bonita that we would discuss during the meeting, and I would take the feedback back to SAG.
 - (1) COC Meeting feedback:
 - (a) Did not have a standstill—things have still been working on
 - (b) Ask questions—get involved—find out who's working on the teams
 - (c) Teams still reporting back with their initiatives—more information coming in near future
 - (d) Where are the projects now? Status of them?
 - (e) Improved communication
 - (f) How can Staff Congress encourage staff to participate?
 - (g) Connect with Bonita about how to plug in
 - (h) Place where people can sign up to volunteer? One location to be able to assist and help
 - (i) Collection survey from IR to gauge interest of faculty/staff to serve in certain areas? plug with Clark
3. Vaccine Partner Resolution (see below)
 - a) FS offered to partner with SGA and SC to send a partner resolution to Governor Beshear regarding NKU employees who live out of state to be able to get their vaccination in KY
 - b) Sent out an anonymous poll to vote
 - (1) Voting resulted in an approval to partner and FS has been notified
 - c) New information has come to light regarding employees who are non-residents:
 - (1) If you receive your primary care in KY through St. Elizabeth, then you are eligible to receive a KY vaccine
 - (2) This has been confirmed by St. Elizabeth
 - d) Mass Vaccination Site

- (1) BB&T will serve as a St. E mass-vaccination site on 3/21-3/21 for first dose, and then 4/11-4/12 for second dose
- (2) Scheduling went live today at 11am
4. Creation of Peer Support Program—Mental Health Initiatives
 - a) Chris Lawrence is reaching out to see if there are any Staff Congress members who would be interested in serving as a rep as a designated peer supporter.
 - (1) Will be trained in active listening and mental health literacy
 - (2) If interested, please email Sara

Vaccine Partner Resolution

The Faculty Senate, Staff Congress, and Student Government Association of Northern Kentucky University join together with overwhelming support for timely access to COVID-19 vaccines for ALL members of the NKU community—faculty, staff, and students, regardless of their state of residence.

Geographically, NKU is situated at the convergence of Kentucky, Ohio, and Indiana. Our campus is approximately four miles from Ohio and twenty-five miles from Indiana. As a result, a significant percentage of faculty, staff, and students are residents of Ohio or Indiana. Around 27% of NKU students, exclusive of those in online programs, are non-residents of Kentucky. Approximately one-third (34.2%) of faculty and staff live in Ohio or Indiana, and many have taken personal risks to support students enrolled at NKU during the pandemic. From the beginning of the COVID pandemic, NKU has been an example to our community by taking necessary precautions such as facial covering mandates, physical distancing, daily health checks, and hybrid or online instruction as recommended by Governor Beshear, while also keeping a focus on student needs and their success.

However, student educational and personal challenges continue. NKU has addressed these as much as possible over the last year, but as students, faculty, and staff continue to suffer, in-person engagement and support has reached a critical point. These can only be enabled by mass vaccination and by a continued commitment to health precautions such as masking and distancing.

We are not asking for exceptions to the current phasing guidelines, but the unique situation of NKU does warrant an exception to the residency requirements for vaccination. The current exclusion affects 888 faculty and staff who are critical to NKU's operations. While the proportion is significant to NKU and the ability to meet its mission, this number represents only 0.15% of the 611,550 total vaccinations in Kentucky as of February 24, 2021.

Unfortunately, Ohio and Indiana have not prioritized vaccinations of personnel in higher education. Indiana is vaccinating according to age only. As of February 25, Ohio has included K-12 educators in their phase 1b vaccination plan with no mention of universities. While Ohio and Indiana residents will have access to vaccinations in their home state, these NKU employees will likely not have the same opportunity for this protection until much later than their colleagues living in Kentucky. If Kentucky feels it is important for higher education faculty and staff to be immunized, it seems the prioritization should not include residency restrictions, which is similar to the exemption for non-resident health care workers.

To ensure the safest possible campus community and the highest quality education, vaccination access should be available to all faculty, staff, and students. This will best protect those who are regularly on campus and expedite a full return by others. We urge Governor Beshear to reconsider the current policy limiting COVID vaccinations to Kentucky residents only.

Credentials and Elections

Date: 2/17/2021
Present: Tina Altenhofen, Sue Murphy-Angel, Teri Smith, Grace Hiles
Absent: Chris Bowling, Rochelle Shields
Guests:

Highlights to be shared:

- Report requested and received from Human Recourses regarding eligible to vote and eligible to run for **Staff Congress**:
 - Eligible to vote:
 - Excludes employees in these groups: Executives, Temps, Students, Retirees, and Externals
 - Includes all staff who have been employed since January 17, 2021
 - Eligible to be nominated:
 - Excludes employees in these groups: Executives, Temps, Students, Retirees, and Externals
 - Includes all staff who have been employed since April 17, 2020
- These reports were reviewed and verified (names of President's Executive Team were removed).
- Nomination Portal for **Staff Congress** will open 8:00 am 03/12/21. Will remain open through 4:30 pm 03/26/21
 - Advertisement submitted to "ThisWeek" on 3/5/21 for publication 3/08/21
 - Email will be sent to all staff listserv advertising the date and information of the nomination period
 - Paper nomination forms provided to Steve Slone to place in the Operations and Maintenance area
- Nomination Portal for **Staff Regent** opened 1/29/21.
 - Decision made to extend the nomination period until 2/26/21 for additional participation
 - Advertisement submitted to "ThisWeek" to announce extension

- Email sent to all staff listserv advertising the date and information of the nomination period
- Paper nomination forms provided to Steve Slone to place in the Operations and Maintenance area
- All **Staff Regent** Nominees contacted via email on 03/01/2021.
 - Staff Regent Expectations
 - Staff Regent Election Rules & Regulation
 - Consent-to-serve Form (Due back no later than 3/11/21)
 - Staff Regent Nominee Biography Form (Due back no later than 3/11/21)
 - Staff Regent Photo Request

Policies

Parental Leave Policy:

Existing policy -

<https://inside.nku.edu/content/dam/policy/docs/Policies/Family%20and%20Medical%20Leave.pdf>

Current discussion – possible expansion of this policy – intention to keep consistency for the payment and avoid the use of PTO to cover parental leave

Final Grade Dispute:

Existing policy –

<http://onlinecatalog.nku.edu/content.php?catoid=9&navoid=622#:~:text=Any%20student%20who%20believes%20his,policy%2C%20may%20appeal%20the%20grade.&text=There%20is%20evidence%20that%20the,than%20performance%20in%20the%20course>.

Current discussion – more editing than actual review – clarification of the hierarchy insisting students go to professors first before going to the top of the chain

Academic Grievance:

Current discussion – regarding the power dynamics with students and professors and promoting understanding between faculty and staff on how to serve and guide students through these issues

New General Education Form: consistency across campus used already for advising students for the fall 2021 semester – this should hopefully simplify the process for students

Snow Day policy discussion:

<https://inside.nku.edu/content/dam/policy/docs/Policies/EmergencyClosing.pdf>

Scholarship

Sherri Jones shared that applications for scholarships will open March 15.

Sustainability

Sustainability Committee March 2021

Notes:

- NKU Sustainability, in collaboration with Facilities Management, MarComm, and various divisions/departments, is working to standardize and simplify recycling across campus. Recycling will now be “Mixed Recycling,” meaning paper, bottles, cans, plastic tubs, cardboard, etc. will all go into the same bin. New, NKU-branded trash and recycling bins will be replacing existing indoor receptacles. Stealy Library and Griffin Hall have already implemented the new bins. Stop by and check them out!
 - Note: All paper is ultimately shredded when it reaches the material recovery facility. However, specific receptacles for paper will still be available, by request, for office units who have sensitive documents they want shredded in-house. Additionally, any individual or office can request to have papers in bulk picked up by Service Request and shredded.
- Initial conversations are happening around starting an Apiary Club for students and setting up an Apiary near Campbell Hall. (An apiary is a beehive.) This will be a great way for students to learn more about pollinators and the environment as well as offer an opportunity for community members to visit campus to learn about the apiary and other environmental initiatives.

Transportation

Transportation Committee Meeting Minutes

Date: 2/23/2021, zoom meeting
Present: Curtis Keller, Chris Bowling, Andy Meeks, SGA rep, Chris Curran
Guests: None

Highlights to be shared:

- Parking services is an auxiliary much like dining and needs to maintain a balanced budget and has debt service to maintain
- Questions about discounted parking passes and work from home pass rates were answered in writing for the round table...however parking garages are open and currently free for anyone to parking
- Parking services is running a large amount in the red this year and last year due to covid and other event related situations out of our control.
- This may add up to a potential \$multi-million shortfall and Andy is concerned about potential student parking pass rates if debt is continued to be pushed down the road
- As a result, there will be no projects this summer or improvements, but all safety issues and critical repairs will be address

Other Discussion:

- An annual fee from the EV vehicle charging station is now due and a funding source is being sought...the fee is necessary for the billing and technology portion of the networking and apps portion of the stations
- Discussion of SGA desires for EV charging near the dorms were discussed

Next Meeting: TBD

Roundtable

Steve Slone shared the Roundtable event was a great success! He thanked everyone for their participation and for making the event a huge success. He is working on compiling the reports from the event discussions as well answers to submitted questions.

Pension Committee

Kimberly Wiley referred to what Lori shared regarding pension. The first thing coming up is on Thursday, 3/1,8 at 2pm. This will be a session, one that we do every year at this time, on retirement, Medicare, and Social Security. These are always well attended and we receive a lot of positive feedback on those sessions. Bruce has specifically created two of these sessions that will be beneficial and more geared towards Tier III employees and their situation.

Following that, slotted for the end of March, tentatively dated March 26, Bruce will be sending out a communication that will include some detailed information about scheduling sessions with TIAA. If you need a one on one or if you want to attend a group session for general information, a lot of the details on that process to schedule and the timing for that will be included in that March communication. By the end of April, a person from his team, along with a team of six people from TIAA who are working specifically on this transition for us, will be putting together a participation guide that will be sent to Tier III employees directly in the mail with a lot of details and information for them at that point.

And we will start one on one counseling sessions beginning April 1st and continue throughout June. The goal is to have people enroll and to choose their plans and meet with TIAA and have not enrolled by June 1. Then we will do a bulk enrollment June 1. In the weeks following that bulk enrollment, we will be then tracking down those that haven't enrolled and/or making sure that they just want the default enrollment at this point, and so we'll make sure that no one falls through the cracks and they're also. Then I believe by mid-June, somewhere between the eighth and the 18th, confirmation of enrollment will go out to participants.

The Pension Committee is available to help any Tier III with questions regarding this process.

New Business

Krista Rayford shared that she has sent emails to members of Staff Congress asking for a quick quote she can use for their spotlight as well as a photo. Frank Robinson is in the "spotlight" this month. These are all posted on the SC website as well. Please send her your information as soon as you can.

Non-Member Discussion Period

No discussion.

Norse Appreciation

Steve Slone shared an update on "Norse Appreciation". Thank you all for submitting your words of gratitude and praise for these hardworking folks! And we are excited that Norse Appreciation is now available on the NKU app!

The list below includes the names of the individuals/groups that were submitted in March. You can find the complete list including the comments of recognition on the Staff Congress Norse Appreciation website:

<https://inside.nku.edu/staffcongress/NorseAppreciation/NorseAppreciationRecognition.html>

Amanda Meeker
Annual Giving Alumni Association and Foundation Staff
Beth Sweeney
Bob Fox and Paul Hundemer of Ops and Maintenance
Brittany Campbell
Chemistry and BioChemistry
Denzil Carter
Eduardo Trujillo
Hayden Skinner Fine
Josh Chandler
Julia Bedell
Julie Moses
Karen Doyle
KC Russell
Ken Wolterman
Peg Adams
Rebecca Sherman
Rick Endres Publicity and Art Events Manager in the School of the Arts
Roads and Grounds Crew
Sara Bibee
Shauna Ryan
Stephanie Biggs
Student Union professional and student staff
The NKU Payroll Department Stacey Horan and LaVonne Amanns
Tiffany Mayse
University Police

Announcements

No announcements.