

Members present: Tina Altenhofen, Amanda Andrews, Chris Bowling, Sara Conwell, Vicki Cooper, Emily Dobbs, Brigitte Evans, Dave Groeschen, Ali Hannig, Mike Irvin, Daniel Jones, Sara Nicolas, Connie Seiter, Steve Slone, Erin Smith, Steven Smith, Terri Smith, Jennifer Stephens, Monica Stephens, Terkerah Washington, Brandon Weinel, Vanessa Wieland, Kimberly Wiley, and Christopher Witt

Members absent: Wesley Brown, Tiffany Budd, Tina Curtis, Kristi Horine, Beth Lackey, Michele Kay, Brenda Maldonado, Michelle Melish, Sue Murphy-Angel, Brenda Maldonado, and Carolyn Willhoit

- I. Call to Order at 1:02 PM
- II. New members vote – Wesley Grown and Erin Smith
 - Guests: Ashish Vaidya, President
- III. Approval of October 13, 2022 Minutes – Approved by vote
 - Motion: Connie Seiter
 - Second: Brigitte Evans
 - Approved: Voice Vote
- IV. Liaison Reports
 - Board of Regents – Staff Regent - Cori Henderson
 - Administrative Liaison – Chief Human Resources Office - Lori Southwood
 - Faculty Senate – Budget Committee Chair - Dr. Janel Bloch
 - Student Government Association – Jaelynn Gentry
 - President’s Report – Steve Slone
- V. Standing Committees:
 - Benefits – Chair Brigitte Evans
 - Constitution & Bylaws – Chairs Tiffany Budd and Christopher Witt
 - Credentials & Elections – Beth Lackey
 - Outreach – Chairs Kristi Horine and Amanda Andrews
 - Policies – Chair Vicki Cooper
 - Scholarship – Chair Vanessa Wieland and Carolyn Willhoit
- VI. University Committees:
 - Benevolent Association – Kimberly Wiley
 - Food Service Advisory – Michelle Melish
 - IT Advisory Committee – Dan Jones
 - Regent’s Distinguished Service Award – Ali Hannig
 - Sustainability – Tiffany Budd and Christopher Witt
 - Transportation – Chris Bowling and Tiffany Budd
 - Employee Engagement and Wellbeing – Amanda Andrews
- VII. Ad-Hoc Committee
 - Roundtable – Steve Slone
 - Staff Advocacy Committee – Kimberly Wiley
- VIII. Old Business
- IX. New Business
- X. Non-Member Discussion Period
- XI. Norse Appreciation
- XII. Announcements
- XII. Adjournment at 2:23 PM
 - Motion: Brigitte Evans
 - Second: Connie Seiter
 - Approve: Voice Vote

New Member Vote

Wesley Brown and Erin Smith were voted in as new member of Staff Congress.

Ashish Vaidya – President

Dr. Vaidya shared that he had no major updates at this time. He mentioned the BOR meeting on Wednesday and that we are still moving forward with the repositioning plan. The next step is the rolling out the Faculty incentive plan and begin conversations around things like Academic Commons that will continue into January and February. Continued conversations and feedback as we proceed with some of those elements. The floor was opened up for questions. Vanessa Wieland asked about staff representation on the new Academic Commons committee. Dr. Vaidya answered that they want to have good representation across the board, including students. Steve Slone shared that Matt Cecil asked specifically for a member from Staff Congress to be on the committee.

A question regarding the elimination of Informatics + was asked. Dr. Vaidya asked Lori Southwood to respond. Lori shared that any staff that may be impacted by the repositioning process will be included in a concerted effort to find them another position within the university to retain their talent.

A question asking for clarification about the health aspect of Health Counseling, which has been outsourced. Dr. Vaidya asked Lori to respond to this question. Lori shared that there has been an RFP for a proposal to provide those health services on campus. The current staff will continue to provide those services through the Fall. Those employees could then report to the contracted health provider. That would be their choice. If not, like other staff, we will do our best to retain them. That is easier with administrative position than the clinical positions. We would work individually with those people impacted to customize the transition the best for them. Dr. Vaidya shared that the RFP is still being drafted and developed but there will be recommended language stating that our individuals are considered for the positions on campus. Lori shared that the current employees in Health Services are giving feedback that we will include in the RFP. Also we don't know if the office will be in the exact same space and will depend on who submitted what provider will be chosen. They will keep every informed as we go through the process.

Another question was asked regarding how it's decided to make certain areas dissolve departments. Dr. Vaidya shared that those conversations are going on between the Provost and College Deans and looking at data including costs, savings, efficiency savings, return on investment and who is being affected. Lots of criteria has been used to decide and currently based on the plan that we have. The next discussion will be about Academic Commons and that is not going to be decided until March. So there is still time for engaging conversations, data regarding benefits, and the pros and cons of different approaches. As we do this, that's much more of a student centric initiative.

Steve asked a question regarding the flexible work arrangement. Dr. Vaidya answered that we have kept it at a "flexible level" and that it's not a policy as of yet. We will need to have a campus wide discussion about this policy and leave it up to each division office/unit. More talks will begin in January to move towards a policy and take it to the BOR.

Vanessa Wieland asked about the future modalities of running our courses...more courses online, different flexibilities, more hybrid since we will probably have larger class sizes. Dr. Vaidya answered that the Colleges are actively engaged in those conversations, even beginning with the Spring semester. The natural course is that the conversation will need to happen course by course. In person labs and capacity are questions that need to be addressed and that's a conversation for the Deans.

Vanessa also asked about support for faculty with greater class sizes. Dr. Vaidya responded that during Covid that over 300 faculty took advantage of training during the Summer Institute. We will need to create opportunities for continuous professional development. Changing modalities is sort of the new normal.

Steve shared another question asking where we are regarding the Hybrid U conversations. Dr. Vaidya responded that Matt Cecil and Tim Ferguson were co-chairing the group and a lot of people did some great work and the reports have come out but it's been put on the back burner. They discussed reconvening the task force in the Spring semester.

Vicki Cooper asked whether the feedback and/or suggestions that were submitted to the "restructuring" website would be shared at large so that the rest of the community can maybe give feedback. Dr. Vaidya shared that they are still compiling the info but that some of it was shared during the presentation and during his remarks.

Steve shared a couple of other comments. Communication is key and keep transparency in mind when planning. And thank you for minimizing the impact to staff.

Steve also asked to elaborate on EnterpriseNKU. Dr. Vaidya shared that the website is up and some of the professional development is being curated to build partnerships like the Amazon Carrier choice program. We will use some of the space in Campbell Hall for the Leadership Academy. The next step is to consolidate and think through and determine which units and offices will a part of EnterpriseNKU.

Vicki Cooper asked about physical space on campus for classes and whether some of the classrooms are build for additional people if class sizes expand and whether we are coordinating that with Accessibility. Dr. Vaidya responded saying that we have to make sure that all of our students, regardless of their abilities, are able to access the facilities and we've been mindful of that. The finance folks are pulling together a lot of data on classroom utilization and space and will be sharing their findings broadly. We will use those things to make sure there's a match between the changes that will be happening in the Spring.

Dr. Vaidya thanked everyone and the campus community and shared that he has a great deal of confidence in our ability to bridge this gap.

Board of Regents – Staff Regent Cori Henderson

Cori Henderson shared information from the BOR meeting on Wednesday. The Board was presented with the revised Budget including the \$10 million from reserves to help off-set some of the deficit, the incentive plan for faculty, and the discontinuation of the Informatics +. K-12 superintendents came and spoke about the Charter School plan. And Rebecca Hansen spoke

about our international students and some of the changes made for them. And then John Farrar spoke regarding the cuts regarding NTT faculty. As always, if you have any questions of concerns, please feel free to contact her.

Administrative Liaison – Lori Southwood

Lori Southwood shared the following report:

Tim Ferguson/IT

- To have any software added to or retained in departmental labs, smart classrooms, or IT computer labs, for the Winter Term or Spring Semester, [submit a service request](#) to IT by Tuesday, November 15. If you are requesting new software, please provide licensing verification.
- Saturday, November 5, IT will be performing maintenance causing an internet outage for ½ hour from 12:15-12:45 am. This may cause disruptions to internet access for an additional 6 hours. This will allow the changes to populate all network & Internet devices.

Kim Baker/Wellness

Covering the rest of the fall semester:

University Wellness: Register at nku.edu/wellness upcoming classes and events page.

- **Monday Meditation in the Planetarium at noon each week** is a great tool to manage the mental, emotional, and physical side effects of stress. Improve your mood, focus, blood pressure, sleep, immune function, and memory, and induce a calm mindset as you attend each week. The final mediation of the semester is December 5. This opportunity will resume in January.
- **Live Well Virtual Discussion Group: How to Stop Self-sabotaging on November 15, 12:15 pm – 1 pm**
Often our mind is full of limiting beliefs that destroy progress toward our goals and result in self-defeating behavior. Join NKU Personal Wellness Coach Lyndsay Barto, R.D. to discuss how to identify these limiting beliefs, address your inner critic, and stop self-sabotaging.
- **Airrosti Rehab Lunch and Learn on Headaches on November 16, from 12-12:45 pm, in Student Union 108**
Headache pain can be hard to live with – often affecting mood, sleep pattern, and productivity. Join Airrosti for a complimentary, interactive session to learn about common types of headaches, as well as triggers, signs, and symptoms.
- **Airrosti Rehab Free Injury Assessment Clinic on November 16, 9 am-12 pm and 1-2 pm, in SU 108**
If you are suffering from pain or unresolved injuries, we encourage you to take advantage of the Airrosti complimentary one-on-one assessments that include a thorough evaluation, injury education, recovery options, and appropriate self-care exercises (approximately 15 minutes each).
- **Live Well Virtual Discussion Group: Body Kindness on November 29, 12:15-1 pm**
Rebecca Scritchfield, Registered Dietitian Nutritionist and author of Body Kindness says, “body kindness is not a set of rules; it’s a self-care mindset grounded in the simple belief that health begins by being good to yourself.” In this session, we’ll talk about how to

create a happier and healthier life by treating yourself with compassion rather than shame.

- **Wellness Wednesday Webinar: Get Well, Stay Well: Immunity, Recovery and the Mighty Microbiome with Dr. Teresa Esterle on December 7, 12-1 pm**

Dr. Teresa Esterle's goal at AIM for Wellbeing is to focus on the whole patient instead of just their diagnosis, to discover and treat the cause of illness, not just its symptoms." She will discuss this transformational approach and the role of the microbiome in overall health in this webinar.

Faculty Senate Liaison – Janel Bloch

Janel Bloch shared that at the last Faculty Senate meeting they reviewed the draft of the voluntary separation plan for faculty. There were a lot of comments made and based on them, a couple of tweaks were made to it, particularly dealing with the confidentiality aspect of it. John Farrar also introduced a draft statement from faculty regarding the whole repositioning process. After some discussion, it was decided that it would be taken back and discussed with the departments until the next meeting.

President – Steve Slone

Steve Slone shared his appreciation for the good work Staff Congress members are doing for the university and thanked them for serving on Staff Congress. He asked that if anyone knows anyone who would like to join Staff Congress to please let himself or one of the Executive Team know. He also mentioned a couple of upcoming emails regarding the Care Closet and the upcoming coat drive. And it's that time of year for our partnership with Parents Attending College and their holiday help. We helped last year and will do so again this year.

Benefits

Brigette Evans shared that the Open Enrollment window is open until tomorrow. It is once again a passive enrollment so unless you have changes, your benefits will roll forward. However, you do need to update your FSA and HAS.

Outreach

Amanda Andrews shared that at their last meeting they discussed who would attend what events/meetings as well as what offices or programs they are not currently liaising with. They also discussed releasing a survey created for Staff Congress to determine who is engaging with different committee and groups across campus.

Scholarship

Vanessa Wieland shared the following report:

Date: 10/18/2022, 2:00 pm, zoom
Present: Vanessa Wieland, Connie Seiter, Carolyn Willhoit, Steven Smith
Absent: Andi Sharp
Guests: Grace Hiles

Highlights to be shared:

- Sara Sidebottom scholarship from the Foundation \$15,000
- Must be full time status and child of an NKU staff member, covers the waiver and then leftover for books
- Deadlines for scholarships
- Discussed how to get the word out
 - Target staff with dependents, those who took advantage of the waiver
 - 3 email campaigns
 - 1 written campaign/flyer
 - Staff Facebook page
 - This Week
 - Digital signage
 - Steven updating the flyer from last year
- Scholarships are now open

Other Discussion:

- Can we get a list of those staff members who submitted waivers and directly “market” to them?
- Can we add this as a benefit to HR’s benefits materials?

Next Meeting: November 15, 2022, 2 pm Zoom

Food Services Advisory

NKU Dining News and Upcoming Events

- **Dine on Campus** - NKU Dining's website. Find information about Meal Plans and Flex Dollars, purchases Meal Plans and Flex, Hours of Operation, Menus, Food Allergy Management, Events, Staff information, Feedback, and more! Visit DineOnCampus.com/NKU or download the app.
- **Flex Recharge Bonus** - now through Oct. 31st, for every \$25 Flex purchased, you will receive \$5 FREE! (Must have a meal plan to add flex. Limit \$50 Free Flex). Recharge your flex on Dine on Campus!
- **Voice 2 Vision Survey** - Have feedback about dining? Our annual survey is open until October 31st. Visit Dine on Campus to take the 5-minute survey and share your feedback.
 - **Voice to Vision Sweepstakes!**
 - Complete our Voice to Vision survey and you will be entered to win an Apple 44MM Watch SE with GPS! Submit your email address at the end of the survey and you will automatically be entered into the sweepstakes. All survey answers are confidential. A winner will be selected after the survey closes.
- **Focus Groups** - NKU Dining will be conducting focus groups in November. We will be looking for volunteers to participate. The goal is to reach commuter, residential, and international students to better understand what they are looking for from their dining services.
- **Halloween Drive In@** Norse Commons Thursday, Oct. 27th starting at 5pm
- **World Languages German Teaching Kitchen** Thursday, Oct. 27th at 6pm
 - More information on the Teaching Kitchen classes on Dine on Campus!

- Upcoming Classes:
 - Pie Party with Chef Carly Seidl 11/15 @ 6pm
 - No Bake Desserts with Cheryl Wendlandt and Missy Blust 12/6@ 6pm

Notes from Food Advisory Board Meeting October 19, 2022:

- Dining forums were recently held between Chartwells staff and NKU students. Chartwells was caught off guard by the amount of negative feedback. They are taking seriously the comments received and making changes including more considerations for dietary and religious needs such as more vegan options and halal chicken. Special requests can be made such as gluten free pizza.
- More branding and signage will be on display with more details on the food being served and alternative options that are available.
- I asked about the commuter meal plan fee and Andy reiterated that there are almost no exemptions permitted except for students where the fee affects their financial aid package. He said other universities charge much higher fees. I then asked about whether funds could be donated at the end of the semester, and he said that the faculty or staff representing that student population should reach out to him and he can use the funds to buy bulk items for FUEL.
- There will be upcoming discussions with SGA about possibly restructuring the meal plans currently offered
- I was thinking that Staff Congress could possibly have a day once a semester where we dine at Norse for lunch as a means to support dining services as well as a fun socializing event for whoever is able to attend.

In Attendance

- Andy Meeks - BOAS Director - meeksa@nku.edu
- Pat Hannan - Chartwells Director - pat.hannan@comoass-usa.com
- Michael McIntosh - Chartwells Senior Executive Chef - michael.mcintosh@compass-usa.com
- Molly Goodridge - Chartwells Marketing Manager - molly.goodridge@compass-usa.com
- Scott Patton - Director of Housing and Residence Life - scott.patton@nku.edu
- Max Hadley - Housing - hadleym2@nku.edu
- Michelle Melish - Staff Congress - melishm1@nku.edu
- Princess Nworah - SGA - nworahp1@nku.edu
- Asha Chekanao - SGA - chekanaoa.l@nku.edu
- Amanda Dodge - SGA - dodqea1@nku.edu

IT Advisory Committee

Dan Jones shared that they are currently looking to replace the Pharaohs printing system for students and everyone. They are looking at software called Paper Cut and they analyzing

whether it's worth charging money for it. They are also analyzing Wi-Fi again and assessing possible problems as well as adding phone call capabilities into Teams.

Sustainability

Tiffany Budd was at a conference and could not attend so Steve Slone shared that she did not have a report but that the Sustainability list serve shared that there will be a free pizza and movie tonight in the Science Center. The movie is *Just Eat It*, a food waste story.

Roundtable

Steve Slone reminded everyone that Vicki Cooper is the new chair of Roundtable. And shared that they are still looking for folks to serve on the Roundtable committee. Vicki suggested that we welcome your input and the "more the merrier"!

New Business

No new business...but Vicki Cooper did ask about Benevolent Committee and the annual chili/soup/dessert cookoff. Steve Slone share that the chair of the committee has stepped down but that there are discussions. He shared that the Homecoming Committee reached out to him asking about the possibility of maybe incorporating the benevolent event as part of homecoming week. Kimberly Wiley shared that Amanda Andrews is the new Benevolent Chair. Amanda shared that they are setting up their first meeting that will take place on Monday and hope to discuss moving forward and what we can do. Steve shared that Sara Aikman booked the ballroom for a day during homecoming week. Steve also shared that the Benevolent fund does not need money but does need hours. If you've got hours you can donate, please reach to Natalie Gabbard.

Non-Member Discussion Period

Jennifer Stephens share that tomorrow is Veteran's Day and that the Veteran's Day celebration is at 2:00 and will beheld in the UC theater.

Norse Appreciation

Steve Slone shared the following Norse Appreciation submissions. He encouraged and "challenged" everyone use Norse Appreciation to acknowledge staff who deserve some recognition. The month of November had 3 staff/group and 2 faculty.

September Norse Appreciation:

Staff

Christian Sheehy
Lisa Wolf
Steven Wease

Faculty

Brandelyn Tosolt

Gisele Lorient-Raymer

Announcements

- Steve Slone shared that the Copy Center will be outsourced as part of the repositioning plan.