



### Board of Regents – Staff Regent Cori Henderson

Cori Henderson shared the following:

- During Monday, January 9th special BOR meeting, the board voted on whether the interim president could also apply for the permanent president role. The outcome of that vote was that the interim could not also be a candidate for the permanent role.
- Reminder that the official BOR meeting is Wednesday, January 18.

### Administrative Liaison – Lori Southwood

#### JAN 2023 Staff Congress Report

#### **Marquita-Director of Training & Development:**

#### **Spring - 2023: Professional and Personal Development for All Employees & People Leaders!**

- HR Training and Development in collaboration with other HR functions will be offering those who are people leaders with learning opportunities to better understand the people-side of their role, beginning with *The Basics of the Family Medical Leave Act (FMLA)* (Benefits), *How to Conduct an Investigation* (Employee Relations), *New Manager Certificate Program*, and *Leading Effective Teams*. Additionally, there will be workshops on this year's new staff performance evaluation process, a session on the what and how of providing effective feedback and how to be accepting of feedback, and webinars from Aetna (our partner for the Employee Assistance Program) on *Change Mastery* and *Wellness for Busy People*. Access Training and Development's [Personal and Professional Development website](#) **today** for more information, registration links, and recordings of past learning sessions! If you have questions, please contact [Dr. Marquita Barron](#).

#### **Tim-IT (Tim said to pick/choose what to share)**

- IT support will be available the first two days of classes, from 8:15 – 4:30, in the following buildings:
  - Business College - first floor outside room 134
  - Math Psychology - third floor outside room 302
  - Science Center - third floor outside room 313
  - Fine Arts - third floor outside room 312
  - Landrum - fourth floor near elevators
  - Health Innovation Center (HIC) - outside room 221
- Web Editors are asked to remove all unused PDFs from the AEM Digital Asset Manager (DAM). Please contact the Help Desk to [schedule a consultation](#) for assistance.

- Remember that signing up for DUO means that password changes will be required only once per year. It is convenient and more secure. The Help Desk or the Norse Tech Bar are available to [help you get started](#).
- Make sure to give yourself extra time to log in to classroom computers on the first day of class! Classroom computers may have updated over winter break and it may take a few minutes to set up your profile.
- Remember, you should not save documents locally on classroom computers and instead use cloud storage via OneDrive, which can be accessed through [webmail.nku.edu](http://webmail.nku.edu). Contact the IT Helpdesk at [859-572-6911](tel:859-572-6911) if you need more information on this process.

### **Natalie Gabbard-Benefits**

- Save the date for employee appreciation week, March 27<sup>th</sup> through March 31<sup>st</sup>. The breakfast and 2<sup>nd</sup> shift dinner will be on the 30<sup>th</sup>. More to come soon.
- The Interim Benefits Director and representatives from TIAA and CapTrust met with the benefits committees of Staff Congress and Faculty Senate this week to announce the roll out of a new custom target date fund for our mandatory 403b that will be effective in May 2023. The new fund will positively benefit at least 75% of employees enrolled in the mandatory 403b. A comprehensive communication plan to the campus will roll out in the next few weeks. This includes in-person and virtual webinars, targeted emails, home address mailings, as well as personal consultations with both TIAA and CapTrust representatives.

### **Christina Roybal-Athletics:**

- For the 2022 fall semester, NKU student-athletes have achieved a 3.49 department-wide GPA. This is the highest posted by NKU Athletics in school history. This marks the 23<sup>rd</sup> straight semester of a department-wide GPA of 3.0 or higher and the 17<sup>th</sup> consecutive semester of a GPA of 3.2 or higher.
- On January 19 we will be recognizing student-athletes for their academic achievement at the men's basketball game versus Cleveland State. Faculty and staff will receive a complimentary ticket for themselves and a guest. Look for an email to come out with a promo code.
- Friday, January 20 will be Local School Day at the women's basketball game versus Purdue Fort Wayne at 11:00 am.

Lori also shared that W-2s will be handled by ADP this year. Look for an email with the link to connect and retrieve your document. Paper copies will also be mailed out to all employees.

### **Faculty Senate Liaison – Janel Bloch**

Janel Bloch shared that Faculty Senate met right before the holiday break. They approve some changes to the constitution regarding membership eligibility. They also made some tweaks regarding the election process. Also, the Budget Committee typically does a survey to provide input for the budget process and that will be coming out soon. The next meeting will include the annual elections.

### President – Steve Slone

Steve Slone shared the following:

Steve shared that SGA is in need of more members in order to reach quorum. So if you know any students that might be interested, please let him or Isiah know. Let me begin by thanking everyone, first of all for all of your participation in our holiday gift program that we did with the Parents Attending College. I'm honored to continue what fearless leader Sarah Conwell did last year with our philanthropy in helping out that office to make a home Christmas special for the family of one of our students. Thank you for all your hard work in regards to the statements that we put together at our last meeting faculty. Senate did a couple of different statements, and we did a statement as well that we sent on to Rich Boehne, the chair of the BOR. Thank you all for our input and thank you Sara for the initial draft of the statement. And thank you all for your continued service to Staff Congress. We will continue our advocacy efforts. Folks look to us for answers to their questions and unfortunately there aren't a lot of answers. But we'll keep asking. During these times, it's important to lead with kindness and grace. Pay attention to your people, call on your constituents and the people around you. If you see someone who needs a boost, give them a lift up. We're all in this together! Again, thank you all for serving on Staff Congress. Our list of interested parties to has gotten short. Again, go back to your constituents, the staff around you, reach out to them, have them reach out to me or another Staff Congress member and to let them know what it's like to serve on Staff Congress.

### Scholarship Committee – Vanessa Wieland

Vanessa Wieland shared that the Scholarship deadline is January 13, 2023.

### IT Advisory Committee – Steve Smith

Steve Smith reminded every about the email we received regarding DUO Multi-Factor Authentication. Be sure and sign up ASAP.

<https://servicedesk.nku.edu/TDCClient/2436/Portal/KB/ArticleDet?ID=135838>

### Roundtable – Steve Slone

Steve Slone shared that the February Staff Congress will just be a regular meeting instead of the scheduled Roundtable event. With all the chaos and no announced interim President, we've decided to delay the roundtable event. It's not going away by any means. There is continued ongoing discuss with council of chairs regarding what Roundtable will look like going forward. We hope have an event this Spring, possibly like a forum and a possible video of story gathering from staff...much like we did with Pension. We'd like to prepare a document and present to the BOR. Watch for an email message from me asking for your story. And don't forget about the Staff Congress question portal if you have questions.

### Old Business

Steve Slone shared info from HR regarding inclement weather and how operations should be handled. The response was: If there is a virtual operations day due to inclement weather, no employee or students should report to campus. But what does that mean for all circles,

custodians. Beth Lackey added to the question: If there is going to be a particular unexpected employment weather day, where we're expected to do remote operations, has there been discussions that that would need to be announced before the close of day the previous day since some of us do not take our laptops home every day? Lori Southwood responded that's part of the consideration and we still talking about all of those.

Steve Slone also shared that Bob Alston used to be on Staff Congress and he served on the Professional Concerns Committee. They are asking if another Staff Congress member is interested in joining that committee. So if you are interested reach out to Steve or Grace. PCC meets hybrid every first and third Thursday at 3:15.

### Non-Member Discussion Period

Marquita Barron shared that the Annual Compliance Refresher will be in the middle of February. Look for a coming announcement.

Steve Slone shared a question that came through the chat regarding the discussion of fees for staff for the Rec Center. Lori Southwood shared that changes to the fee structure is being considered and will likely be shared at the next BOR meeting.

### Norse Appreciation – Steve Slone

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 4 staff.

#### **Staff**

##### **Carissa Vanover**

*Carissa cares deeply about NKU and her team and it shows. She is cheerful, a hard worker, and she is always finding new ways to make her space better. If she doesn't have something in stock in her cage she can always find where to get it. She is a great person to have on our team!*

##### **Christopher Witt**

*Thank You to Chris Witt for always coming to the rescue when we break stuff, buy stuff, or hit the wrong button. Our office has been known to have some unique technology needs and Chris always responds with his incredibly kind and patient demeanor. He ensures that our issues have been resolved and never judges us for often causing those issues in the first place. Chris, we appreciate all that you do!*

##### **Tiffany Budd**

*Tiffany is a fantastic source for recycling and sustainability. She is fantastic leading NKU's green efforts and without her I don't know where the university would be. She is always looking for ways for the university to be more sustainable and lives and breathes her passion. She is very appreciated!*

##### **Toni Schneller**

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*Toni Schneller is renowned for her willingness to help others whether it be in generosity of time, guidance and service to our international student population. On numerous occasions Toni has stepped up to coordinate transportation to and from hospitals, community clinics, or diagnostic centers when Health Services requires more detailed testing or assessments for our NKU student patients. She plays an integral role in student success. Frequently Toni helps students navigate the challenges of University living, taking into account diversity of culture and languages while students settle in to residing in a new country. She engages with students and is available to them. She is welcoming to our students with compassion, enthusiasm and her smile. Her willingness to collaborate with other NKU groups and departments to facilitate student centered education and services should be encouraged and emulated by all. Toni, We Appreciate You!*

### Announcements

Steve Slone shared that FedEx will be taking over the Copy Center duties beginning 2/6/23. Mail services will still handle delivery and billing. Price structure will be announced the first week in February.