



Western Kentucky University Staff Council
Monthly Meeting, May, 2018
Jody Richards Hall – Cornelius A. Martin Regents Room

Minutes

Call to Order (Greg Hackbarth, Chair) – 9:03 A.M.

Roll Call (Secretary)

Present: Greg Hackbarth, Mike Loftis, Jennifer Miller, Kelly Scott, Martha Basham, Connie Spears, Julia Johnson, Josh Marble, Kaleigh Averdick, Mary Nunn, Christopher Ware, Christy Murphy, Tomitha Blair, Tracy Harkins, Cindy Wedding, Ronda Sullivan, Crystal Walker (Remotely), Dr. Tamela Smith – Quorum Present

Absent: Jennifer Toomey, Connie Spears, Phyllis Townsend, Matt Davis

Approval of Prior Monthly Meeting Minutes

- *April*
 - *Mike motioned approval of minutes and Josh seconded. Approved unanimously.*

Member Reports

Officer Reports:

- Chair (Greg Hackbarth)
 - Monthly meeting with the president: The memos concerning compensation analysis and staff recognition that had been sent to Human Resources were shared with the President. A brief discussion about the reduction in workforce also included the determination that winter break and summer hours would not be affected for cost saving purposes. The upcoming Staff Council elections and the Staff Regent election was also discussed. The President is currently being shadowed by Dr. Norman, as an ACE fellowship participant and has been attending the meetings.
 - Human Resources Meeting: Met with Tony Glisson and discussed the drafted military leave policy, which remains in draft form with HR and needs to be sent to the President's Cabinet for review and approval. Tentative implementation of the policy is currently June 30, 2018; however, if Staff Council is not given a status update from HR before June 6, a memo or resolution will be drafted in relation to the military leave policy. The timeline for the staff / regent council election was established and potential dates for a Staff Regent forum were proposed.
 - Provost interviews: Dr. Terry Ballman was chosen as the university's next Provost. The Faculty Senate was allowed an interview with each candidate; however Staff Council was not included in that process. The Council acknowledges that the Provost primarily deals with faculty and the process was appropriately handled.

- Investiture: Some Council members attended the event and Greg was asked to stand in recognition of his service as chair of the Council.
- Senate meeting: discussed recent legislation that had been passed (tenure specifically) WKU will follow the AAUP guidelines. Tuition waivers were discussed. SGA presentation about food anxiety and the food pantry. Introduced the new SGA president. Election for officers: new chair Kirk Atkinson
- Burch Institute opened , research is ongoing and it is working within high schools
- RAMP meeting: presentation was given at the BOR committee meetings, discussed how tuition waivers are. May 9th (10am). Jennifer and Mike will be attending and can ask questions on behalf of staff that may not be able to attend the forum.
- BOR committee meetings:
- Vice Chair (Mike Loftis)
 - Elections to be covered in agenda later in the meeting
- Treasurer (Jenny Toomey)
 - No report
- Technology Officer (Kaliegh Belda)
 - Rolling off in June (resigning from the Council)
 - Site migration of website, created a manual for the next technology officer
- Communications Officer (Kelly Scott)
 - Posted about the election on Staff Council Facebook page
 - Greg would like communications to the public about the upcoming elections to come from Kelly

Staff Regent Report (Tamela Smith)

- University Senate meeting: Tamela attended the University Senate meeting in May
- Presidential Investiture: Tamela participated in the Presidential Investiture held on April 27, 2018.
- Provost Candidates: Tamela, along with three other regents, were able to meet with all of the candidates for Provost. They then compiled their comments and submitted them to the search committee.
- BOR Committee Meetings: Tamela attended the committee meetings on 4/27/2018.
 - Presentation was given by the Huron Group on the Resource allocation, Management and Planning (RAMP) budget model. During the presentation it was frequently stated this was a “transparent and collaborative” process. However, Tamela questioned how transparent and collaborative the process actually is, since no one below upper-level administrators and those on the RAMP steering committee have any knowledge of what the new budget model looks like. Ann Mead then provided an update on several upcoming campus-wide meetings which will provide more information on the new budget model.
 - During the Committee Meeting, Robbin Taylor provided an update on the latest actions in Frankfort. She advised that tuition waivers were being eliminated which had allowed university staff to take courses at other universities in the state. Staff taking courses at WKU would still be eligible for the tuition waiver. While this does help the University budget, it was a further loss of benefits for staff – as Tamela stated in the meeting.
 - College Heights Foundation: The College Heights Foundation is working to build a new building, which will be more user-friendly and ADA compliant. Private donations are being used to pay for the construction.

- Tamela initiated a meeting of all Staff Regents/Trustees in the Commonwealth to gain a deeper perspective on how other universities were dealing with their Reduction in Force plans. Nearly every university in Kentucky is dealing with budget reductions and the layoff of staff members. It was very informative to hear how the process worked at other institutions, several of which had been through this before.

Discussion of Monthly Committee Reports

University Committee Reports:

- University/Academic Calendar Committee (Mary Nunn)
- Benefits Committee (Jenny Toomey, Phyllis Townsend, Cindy Wedding)
- Budget Council Committee (Jennifer Miller)
- Campus Library Advisory Council (Kaliegh Belda)
- Campus Master Planning Committee (LR Kennon)
- Parking Appeals Committee (Connie Spears, Kaliegh Belda, Chris Ware, Greg Hackbarth)
- Parking and Transportation Committee (Mike Loftis)
- Preston Center Advisory Board (Martha Basham)
- Staff Excellence Committee (Greg Hackbarth, Tamela Smith)
- Sustainability Champions (Tomitha Blair, LR Kennon)
- President's Committee for Diversity and Embracement (Kelly Scott)
- University Senate (Greg Hackbarth)

Standing Committee Reports:

- Staff Leadership Committee (Martha Basham, Crystal Walker, Mary Nunn)
- Book Scholarship Committee (Kaliegh Belda, Jenny Toomey, Kelly Scott, Ronda Sullivan, LR Kennon, Tracy Harkins)
- Staff Satisfaction Committee (Mary Nunn, Connie Spears, Jennifer Miller, Mike Loftis, Tamela Smith, Christy Murphy)
- Fall Break Brunch Planning Committee (Kelly Scott, Josh Marble, Mary Nunn, Connie Spears, Ronda Sullivan, Crystal Walker, Kaliegh Belda, Cindy Wedding)

Ad-hoc Committee Reports

- Staff Tenure Recognition Committee (Mary Nunn, Josh Marble, Mike Loftis, LR Kennon, Matt Davis, Christy Murphy)
- Payroll Deduction Committee (LR Kennon, Jenny Toomey, Greg Hackbarth)
- Medical Leave Bank Committee (Tamela Smith, Kelly Scott, Traci Harkins, Greg Hackbarth, Mary Nunn)

Council Business

Upcoming Staff Council and Staff Regent Elections:

- The Staff Regent election process tentative dates as follows:
 - May 14-28 nominations
 - June 13 public forum
 - June 14 election

- Any questions for the Staff Regent forum should be discussed next month
- Staff Council
 - Nomination requests go out today and are due by May 9th
 - Election date, if enough nominees are entered: May 23rd
 - Nominations due date, if more nominees are needed: May 16th and
 - Election date: May 30th
 - Obligations expected of Council members will be provided to newly elect Council members and the elected members will be notified to plan for attending the June 6th meeting.

Ruthene Glass, staff member and office associate, attended the meeting to discuss her transparency in the pension issue for fellow office associates and the potential reorganization effects on their positions. She thanked the council for our work. Josh Marble encouraged her to get involved in something like Staff Council and thanked her for voicing her concerns to the Council. Tracy asked Ms. Glass what she needed or what the Council could do to help her get a better understanding of what is happening with KERS. Greg approached the concern by sharing his strategy to reach out to HR and to the VP of Public Affairs for clarification / updates and to request outgoing communication to the campus. Ms. Glass also had a question about the opportunity for retirees to take classes, and wanted to know what is happening to that benefit. The registration process for retirees to enroll in classes was discussed.

Discussion

Council Email Review

- None

Announcements

Next Meeting Date/Time/Location

- June 6, 2018, 10:00 A.M., Regents Room, JRH (will check on availability of Gatton room, or cupola room in Fresh) location TBD

Notable Events

- Board of Regents Meeting – May 11, 2018 at 9:00 AM in JRH
- Strategic Planning Forum – May 2, 2018 at 3:00 PM in Grise Hall
- RAMP Forum – May 9, 2018 at 10:00 AM in DSU
- Commencement – May 11-12, 2018 see <https://www.wku.edu/commencement/>

Adjournment

- At 10:57 AM