



STAFF SENATE

January 5th, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:02 am, by the Chair Jordan Basham

Roll Taken: 16 Senators in attendance

December Minutes Approved with edits, motion made by Senator Brian Campbell and second by Senator Ryanne Gregory. Senator Rachel Cato will contact the secretary Julia Johnson to have changes made.

Approval of the January Staff Senate Agenda: motion to approved January agenda by Senator Brian Campbell, second by Senator Sheryl Hagan-Booth. Voted and approved.

Guest Speakers: None

Officers and Staff Regent Reports

Staff Regent Report : Staff Regent Brinkley attended the Board of Regents meeting on December 10th, 2021. All items of the agenda for that meeting were approved. The next Board of Regents Committee meeting will be held on January 21, 2022. Once the agenda is set, Regent Brinkley encouraged everyone to review the agenda and if there are any questions to contact him. As of now, there are no plans to reschedule the December Graduation that was cancelled because of the tornado's on Friday December 10, 2021 and Saturday December 11, 2021. Those graduating will participate in Spring graduation ceremonies. WKU Board of Regents will attend a reception in Frankfort on February 22, 2022.

Regent David Brinkley contact information, email david.brinkley@wku.edu or email anonymously at wkustaffregent@gmail.com .

Chair Report: Chair Basham reported that there was no meeting with President in the month of December due to the Holiday Break. Next meeting will be January 19, 2022. Staff Senate Executive team next meeting will be on January 13, 2022.

Vice-Chair: None

Secretary: None

Treasurer: Senator Senator Emilee England gave the Treasurer report as listed below. Senator England also gave a review and refresher about the roles and responsibilities of the Treasurer as noted in Article III in the Staff Senate By-Laws. Link to Staff Senate Constitution <https://www.wku.edu/staffsenate/documents/staff-senate-constitution.pdf>

AS OF 12/31/2021, FY22:

E&G Index – 100600

- Starting Balance = \$3,090.97
- Additions = \$0.00
- Disbursements = \$0.00 (Approved \$25.00 expense for minutes training)
- Ending Balance = \$3,090.97

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,227.55
- Additions = \$230.85
- Disbursements = \$0.00
- Ending Balance = \$1,458.40

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$0.00
- Disbursements = \$0.00 [have authorized two Fall 2021 Book Scholarships]
- Ending Balance = \$1,491.20

Parliamentarian Report : None

Communications Officer: Senator Rachel Cato, stated the Communication and Technology Committee met on January 3rd, 2021 to discuss how to handle and streamline anonymous email account. Senator Cato suggested that an Ad-Hoc committee be formed to organize and respond to the anonymous email account.

Motion was made by Senator Cato for the Communications and Technology Committee, that the Senate form the Ad-Hoc committee. The motion was up for debate and support. Senator Jennifer Wilson was supportive of the Ad-Hoc committee. Motion was voted on and passed.

Chair Basham shared that he will appoint members to that Ad-Hoc committee.

Technology Officer: Senator Anthony Gilbert, mentioned that they will be updating the description of the “contact us” page with Staff Senate and clarify the communication process. Expect to see those updates to the webpage soon.

Committee Reports:

Workforce Committee: Senator Tanya Vincent, Project Mentorship needs mentees for new employees. If you are interested, email Senator Tanya Vincent at tayna.vincent@wku.edu or visit: <https://www.wku.edu/staffsenate/mentoring.php>.

Budget & Finance: BEC did not meet in December due to the Holiday Break. The BEC (Budget Executive Committee), OAC (Operations Allocations Committee) and CAC (Capital Allocations Committee), will resume meeting in January. More information to come at the next Staff Senate Meeting once committee have met.

Communication & Technology Report: Form and Ad-Hoc committee to streamline the anonymous email and update the contact up with better description.

University Committee: DEI Ad- Hoc Committee was scheduled to meet on December 13, 2021 however that meeting was canceled and will be rescheduled on either Jan 10th or 11th, 2022. More details from that meeting will be discussed at the next Staff Senate Meeting.

Old Business: None

New Business: Senator Rachel Cato asked if the Staff Senate could have a moment of silence for the tornado victims and their families. A motion was made by Senator Cato, second by Senator Ryanne Gregory. Voted, all approved and a moment of silence was taken.

Public Comment:

Herbert S. Hess (Area Supervisor III - Facilities Management), spoke on behalf of Facilities Management with regard to questions about staff leaving, positions not being rehired and no compensation to others who that have taken on more responsibilities with vacant staff positions.

Compensation increases have been requested for his team; however, no action has been taken. He was told that if a new person was hired, their starting compensation would be higher than a staff member currently in those same positions.

Research was performed, documentation gathered and meetings scheduled with appropriate administrative parties, but no resolution has been reached or questions answered. Herbert has even reached out to Staff Regent David Brinkley for his advice.

Staff Regent David Brinkley assured Herbert and the Facilities Management staff members who were in attendance that he would take their concerns to the President Caboni at their next meeting. Regent Brinkley also stated that he had a meeting next week with EVP (Executive Vice President) Susan Howarth next week and would share the concerns. Research documentation was provided to Staff Regent Brinkley for his upcoming meeting.

Executive Vice President Susan Howarth was on the call and will be discussing those matters with Andrea Sherrill, Interim HR Director at their next meeting. EVP Susan Howarth will contact Brian Russell, Chief Facilities Officer to discuss matters as well.

Christopher Ware Star Staff Award was given to:

Allison Sirey, Library Public & Technical Service
Regina Allen, Sponsored Programs

Announcements:

Next meeting: February 2, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Motion to adjourn made by Senator Emilee England, and second by Senator Brian Campbell.

Meeting adjourn at 10:41 am.

Link to meeting on YouTube: <https://www.youtube.com/watch?v=F2x6F35w7hM>