

**Subject:** Minutes of August Staff Council Meeting  
**From:** lynne swetmon <lynne.swetmon@wku.edu>  
**Date:** Tue, 10 Aug 2004 09:19:20 -0500  
**To:** Staff-All <Staff-All@wku.edu>

The Staff Council held its regular monthly meeting on Wednesday, August 4 in the Service Supply Building conference room. Members present were Patty Booth, Joy Gramling, Jeff Jones, James McCaslin, Charles McCoy, Chester McNulty, Elizabeth Paris, Tina Sneed, Heather Stubblefield, Lynne Swetmon, Lauri Warden, Bob Zoellner and Ex-Officio Pat Jordan. Members absent were Robert Deane and Teresa Dunning.

\* The meeting began by making goals for the 2004-05 year. Those goals are as follows:

- \* Improve staff salaries and benefits
  - \* Achieve full funding for KTRS sick leave benefit which would achieve parity with KERS and KTRS (KERS employees may use 1 year of sick leave to enhance their retirement benefit while KTRS employees are limited to 6 months)
  - \* University funding for Staff Leadership Institute
  - \* Central funding for tuition for part-time staff (this central funding was taken away as part of the budget cut in early 2004)
  - \* Look into options for one-time use of medical reserve fund
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- \* A lengthy discussion of the Fall Break Brunch took place. Preparations are well underway to make this one of the best brunches we have had thus far. The date for the brunch is October 7.
  - \* Joy Gramling reported that the Performance Appraisal Committee is tying up loose ends concerning the new form that was used last year. However, there have been some concerns about the new appeals process. It seems that people are appealing their evaluation even though it may not have been an unsatisfactory evaluation. The Staff Council believes that staff should have the right to appeal their evaluation when they believe they were given an unfair evaluation, regardless of whether their evaluation was deemed unsatisfactory by their supervisor. Therefore, Joy Gramling motioned that we recommend that the appeals process remain as is and there was a vote taken which was unanimous. Elizabeth Paris will pass this recommendation on to Tony Glisson.
  - \* Joy Gramling reported that the January Taskforce has been disbanded. January term classes will begin in 2006. Dr. Burch will attend the September Staff Council meeting to answer our concerns about the implementation of a January term.
  - \* A concern was brought to the Staff Council that a division of the University has implemented its own version of the University wide vacation/sick leave policy. The Staff Council is very concerned that a division is being allowed to circumvent the University policy and will be investigating further.
  - \* Lauri Warden gave an update on the Designated Smoking Committee. This committee consisting of members of the Staff Council, Environmental Health and Safety, HVAC, and the Wellness Program

have been hard at work walking the campus to decide where the designated smoking areas should be. They will meet one more time and then present their recommendations at the September Staff Council meeting.

- \* Pat Jordan reported that she continues to represent the staff to the best of her ability as a member of the Board of Regents.

The meeting adjourned at noon.

The next regular monthly meeting will take place at the Glasgow Campus on Wednesday, September 1.

The Staff Council wants to hear from you. Do you have a question, concern or comment? You can now e-mail the Staff Council: [staffcouncil@wku.edu](mailto:staffcouncil@wku.edu)  
<<mailto:staffcouncil@wku.edu>>

The Staff Council Minutes, Constitution and By-laws are posted on the Staff Council Web Page at: <http://www.wku.edu/staffcouncil>  
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