
Staff Council Minutes

09/02/99

The Staff Council met for it's regular monthly meeting on Thursday, September 2, 1999 in D.U.C., Room, 226.

Council members present: Johnny Allen, Marilyn Anderson, Linda Cantrell, Debby Gabbard, Marshall Gray, Kathy Jimerson, Joe Keith, LaDonna Harris, and Larissa Young and Tony Thurman.

Council members absent: Larry Holder and Joy Gramling

1. Draft Sick Leave Policy. Brenda Keith, Manager of Benefits/Compensation, introduced a proposed leave sharing policy, which was discussed at length by the Council. Ms. Keith took the comments of the Council and will incorporate those comments into the policy. The Council will finalize this policy at the next meeting and it will subsequently be submitted to the Administrative Council for approval.

2. Homecoming '99. Guest, Jill Blythe, Co-chair of the Homecoming Committee, passed out schedule of events for Homecoming week. She encouraged staff council members to take note of the Office Decorating Contest during Homecoming week. Prizes will be awarded for various categories. This contest is a great opportunity to show campus spirit which will generate excitement amongst faculty, staff and students. The Fall Break Brunch will serve as the Homecoming kick-off for campus. The Homecoming Committee will sell Homecoming T-shirts at the Fall Break Brunch and will also have Homecoming schedules and Office Decorating Contest rules to pass out. Homecoming Week activities will take place October 18-24, 1999.

3. Staff Recognition Awards. A subcommittee has drafted program guidelines for the Employee Excellence awards. These guidelines were submitted to the full Council for consideration and will be voted on at a future meeting. After the program is approved by the Council, a subcommittee will be formed to formulate guidelines for the selection committee to follow. The Staff Council will look at awards in the following categories: Administrative Support, Building Services Attendants, Facilities Management/Skilled, & Professional..

4. GED \$200 Award. The question had been asked if the \$200 award for the receipt of a GED could be paid separately from the regular payroll check. Jim

Cummings, Manager of Payroll and Tax Compliance has advised the Council that the GED award must be included in the employee's payroll check and taxed accordingly. This follows the policy for all receipt of degree payments.

5. Fall Break Brunch, October 7, 1999 from 9 a.m.-11 a.m. The Council sub-committees finalized the arrangements for entertainment, door prizes, and the menu. The Council agreed to meet briefly in two weeks for a final update.

With no other business, the meeting was adjourned and the next regular meeting will convene on September 30, 1999, Thursday at 10 a.m.

**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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