



July 2012 Meeting Minutes

*Adrienne Browning**

*Jason Abston**

*Denise Creek**

*Jessica Dunnegan**

*Judy Hatcher**

*James Kennedy**

*Betty Keown**

*Keith Lancaster**

*Don Loiacano**

*Sophie McAdams**

*Betty Keown**

*Heather Nicklies**

*Casey Scruggs**

*Tanya Vincent**

*Melvin Watson**

*Eric Wolfe**

*--attended meeting

The meeting opened with Adrienne Browning welcoming **our newest members** to Staff Council. They include Denise Creek, Jessica Dunnegan, Betty Keown, Keith Lancaster, Donald Loiacano, Heather Nicklies, Melvin Watson, and Eric Wolfe.

Committee members were chosen for the **Staff Council and University Committees** on which we have representation. The final list of members will appear on the Staff Council website once presidential and committee chair approvals are received. Some committees will remain anonymous, however, due to the nature of their responsibilities.

The Council received several e-mails sent via the **Anonymous e-mail form** on the Staff Council website regarding the lack of benefits for part-time employees. To address this concern, information is being gathered regarding the number of WKU part-time employees and employment categories involved, as well as checking our benchmark institutions to see how part-time employee issues are handled. Continuing to work for the improvement and understanding of existing policies for part-time employees is one goal to which staff council is committed for the coming year.

Another suggestion received was a request to investigate the possibility of a 4-day work week or continue the half-day work day on Friday. Since flexible working hours have been approved by the university, that option is left to the individual departments to implement. Therefore, no action was taken.

A concern was expressed in another e-mail regarding **designated smoking areas** on WKU's campus. Some of the areas are located in places that people are required to walk through. It was suggested that the smoking ban be considered. Our findings on the possibility of implementing the smoking ban on campus indicated the following: 1) the requirement that freshmen and sophomores live on campus makes such a ban problematic, and 2) the enforcement of a ban would be very difficult. Therefore, no action was taken. The Designated Smoking committee appreciates staff keeping us aware of issues with placement and will continue to make changes where possible to address problem areas. For your information, there is a designated smoking map on the HR website at http://wku.edu/policies/hr_policies/hrpolicy4_8700.pdf.

The Staff Council will be meeting with John Osborne in September to learn more about WKU's contract with Sodexo. This will help the Council to better understand the concerns of **Facilities Management employees** and permit the Council to better address those concerns.

Staff Council webmasters are updating the **anonymous e-mail form** as well as the **discounts** page. New businesses have been added to the discounts page, so check it out. The anonymous e-mail for submitting concerns, questions, etc., will be modified to include a staff council e-mail address on the thank you page so that you can send your concerns directly to the council, should you want to do so.

Fall Break Brunch date has been set for Thursday, October 4, 2012. A definite location will be in the September minutes.

The next meeting will be held August 1, 2012 at 9:00 am.

Meeting adjourned at 11:20 am.

FYI: Visit the Staff Council web page at <http://www.wku.edu/staffcouncil/> . It offers a wide variety of information. Click Contact Us to access an anonymous e-mail form where you can voice your concerns, questions, suggestions, and any ideas you would like Staff Council to address.

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