

## WKU Staff Council Minutes—December 2010

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|--------------------|-----------------|-------------------|---------------------|-------------------|------------------|
| Cassandra Bailey √ | Tammi Beach √   | Adrianne Browning | Diane Carver √      | April Gaskey √    | Jessica Gibbs √  |
| Janet Hall √       | Wanda Johnson √ | James Kennedy √   | Paula Mattison      | Chester McNulty √ | Jennifer Ragan √ |
| Casey Scruggs √    | Mandy Skinner √ | Retha Spinks √    | Colby Westerfield √ |                   |                  |

√--Attended meeting

Chair Diane Carver opened the meeting by inviting James Kennedy to talk about the tuition taxation issue. Last month, a number of graduate students who are employed at WKU received emails stating that they would be taxed on the amounts of tuition credit they received over the \$5250 limit in any calendar year. The tax was to be levied immediately and was to be taken out of November paychecks. The Staff Council received a number of inquiries about the lack of communication in instituting this policy, and with issues on the seemingly random choice of students contacted. James was told that this policy is on the graduate tuition waiver form and on the HR website (as of April 2010). Due to the awkward manner of presenting the policy, the Payroll office would be in contact with those that are affected with options to help relieve the tax benefit burden. The Council applauds this effort to help with this financial burden. We also plan to invite Jim Cummings to our January meeting to further explain the policy. We feel that if employees have all the information, they will be able to choose whether to exceed the tuition waiver amount.

April Gaskey brought us up to date on the Staff Council Book Scholarship. After discussion, we agreed to finalize the application so we can award the scholarship in the spring 2011 semester. We plan to give out one award each semester for \$150. More information about applying for the scholarship will be coming soon. The application for the scholarship will be available on the Staff Council website after December 15.

The Council finalized the 2011 Staff Satisfaction Survey, and Janet will send the document to Diane for printing and distribution the second week of January. Please take the time to fill out your survey. It's the best way we have of gauging the opinion of the WKU staff.

Diane asked for suggestions for goals for 2011. We received a number of good suggestions.

The Campus Smoking policy was again brought up, this time in regards to the second floor of Grise Hall. Grise has a new HVAC unit which draws in outside fresh air. Unfortunately, this system also draws in the smoke from the smoking area that is right at the entrance to the building. Chester McNulty plans to meet with Anita Britt (EH&S) and Charles Harrison (DFM) to work out another location for smoking. We noted that the number of complaints about smoking in undesignated areas has risen. These include the street side cover at MMTH and the front porch of Cherry Hall.

The Council agreed with the draft of the Procedures during Severe Weather Warnings.

A question was brought up about a loading zone that used to be available for WKYU. All spots in that area are now handicapped spots. However, TV employees often need to load equipment in excess of 800 lbs, and this area is the closest place to do that. Deborah Wilkins promised to talk to P&T about this situation.

A BSA asked a member about mandatory overtime. This employee was “drafted” for this weekend’s football event, and required to work a 12-hours shift parking cars. This BSA did not request the overtime, and cannot work that particular day. Deborah promised to check into this draft policy as well.

Diane encouraged anyone who would like to speak to the Staff Council to please contact us. Our next meeting will be held on January 12, 2011 at MMTH Regents Room.

The meeting adjourned at 11:30am.