

Subject: October Staff Council Minutes

Date: Tue, 21 Oct 2003 12:35:38 -0500

From: Lynne Swetmon <lynne.swetmon@wku.edu>

Organization: Western Kentucky University

To: #Staff Council Mail Group <StaffCouncil@wku.edu>

The Staff Council held a special meeting on Wednesday, September 24 in MMTH 279. Members present were Regina Allen, David Appleby, Patty Booth, Robert Deane, Teresa Dunning, Brandi Fowler, ex-officio Pat Jordan, Joy Gramling, Jeff Jones, Elizabeth Paris, Tina Sneed, Heather Stubblefield, Lynne Swetmon, and Lauri Warden. Treva Martin was absent.

This meeting was held to go over last minute details for the fall break brunch.

- It was necessary for the Staff Council to appoint a new member to the benefits committee. Pat Jordan stepped down from this position because of her duties as Staff Regent. Candidates were nominated in the previous meeting. After a short discussion, a vote was taken and Bill Basham, will now serve on the benefits committee.

The meeting adjourned at 11:45.

The Staff Council held its regular monthly meeting on Wednesday, October 15 in MMTH 279. Members present were David Appleby, Robert Deane, Teresa Dunning, Brandi Fowler, ex-officio Pat Jordan, Joy Gramling, Jeff Jones, Treva Martin, Elizabeth Paris, Tina Sneed, Heather Stubblefield, Lynne Swetmon and Lauri Warden. Regina Allen and Patty Booth were absent. Special attendees include Tony Glisson, Richard Greer and Scott Taylor.

- Tony Glisson submitted information the Staff Council had requested in order to make a proposal to the Budget Council concerning the KTRS issue. After a long discussion, the Staff Council voted unanimously to submit a proposal for a policy change in the current KTRS retirement policy. More information on the KTRS issue will be forthcoming.
- The Staff Council members each received a copy of a letter from Dr. Ransdell informing us that the recommendation we sent through for revisions for performance appraisal will be implemented with the exception of the Appeals Process that the Staff Council recommended. The Staff Council recommendation included the use of an independent evaluation review board to review appeals. Although our specific recommendation was not approved, there will be a new formal appeals process in place which is a definite improvement over the current system. Also, there will be training for those in charge of doing evaluations although the training will not be mandatory (the Staff Council had recommended mandatory training). A new evaluation form will be used this year.
- There was a wrap up on the fall break brunch. There were approximately 600 staff members in attendance at the brunch with 145 of those walking away with prizes. We had received many compliments on the brunch and also some complaints. We discussed ways in which we can make the event even better next year.

- There was a lengthy discussion of the annual staff council newsletter that each staff member will receive later this month. This newsletter will inform the staff of the goals the staff council accomplished last year and the goals we hope to accomplish in the coming year.
- Heather Stubblefield reported that she has contacted the Parents Advisory Committee concerning the possibility of obtaining funding for AED's (Automatic External Defibrillators) to be put in each of Western's three police vehicles. More information on this situation is forthcoming.
- Elizabeth Paris reported on the American Heart Walk that took place on September 13, 2003. The Staff Council put together one of the nine teams from Western. The nine teams raised a total of \$2,911. The Staff Council team raised \$1640! The Staff Council had a great time and would like to thank everyone who donated and also everyone that participated.

The meeting adjourned at 12:00. The next regularly scheduled meeting will take place on Wednesday, November 5 at 9:00 in MMTH.

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

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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