

Subject: May Staff Council Minutes

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

Organization: Western Kentucky University

To: Staff-All <Staff-All@wku.edu>

The Staff Council held its' regular monthly meeting on Wednesday, May 7 at 9:00 in Academic Complex 213. Members present were David Appleby, Deborah Cole, Teresa Dunning, Brandi Fowler, Joy Gramling, Jeff Jones, Tina Sneed, Lynne Swetmon, Lauri Warden and ex-officio member Howard Bailey. Members absent were Regina Allen, Robert Deane, Dana Divine, Treva Martin, Elizabeth Paris and Brad Stinnett.

- Jeff Jones and Lauri Warden gave an update from the Workplace Violence Committee. The committee met with Dr. Tice, Tony Glisson, Police Chief Bob Deane, and Captain Phelps of the WKU police department to discuss various ideas for a University policy. The committee presented a draft proposal to the Staff Council. The Staff Council will review the policy and take a vote at the next meeting.
- Jeff Jones also gave an update from the Performance Appraisal Committee. The committee presented a new performance appraisal form that they feel would be beneficial to all employees when being evaluated. This committee hopes to have recommendations to improve the merit raise/performance appraisal system ready for consideration by the Staff Council at our June retreat.
- Joy Gramling reported on the increase of the University contribution toward health insurance for calendar year 2004. At the University Senate meeting, President Ransdell agreed to increase the University's contribution to \$40.00 per month per employee. This is an increase from the original \$20.00 that had been proposed earlier by the Budget Council.
- Howard Bailey gave an update on some matters that will be passing through the Board of Regents on Friday, May 9. Some of those items include the purchasing of a piece of property on Normal Drive, selling a piece of property to BGMU to place a water tower and student fee increases.
- Joy Gramling was concerned that we still have not had any success on finding available funding to purchase AED's (automated external defibrillators). Joy also brought us information on where to purchase these at a very reasonable price. Howard Bailey informed us that Western was looking into different avenues for possible funding. More information on this will be forth coming.
- David Appleby reported that the proposal for cross-referencing of the tuition discount (for dependents) for employees whose spouse also is employed by Western was turned down by the President. The Staff Council has also been asked to look at the issue of cross referencing spouse tuition benefits. The Staff Council will continue to research this policy and will have further discussion at the June meeting.
- Lynne Swetmon reported on the progress of the Enrollment Growth Committee. This committee has meet twice and is trying to determine what, if any, steps need to be taken to curb enrollment if proper state funding is not provided as it should be. The committee will continue to meet over the summer and more information will be forth coming.

- The Staff Council discussed agenda items that we feel need to be addressed at our annual retreat in June. At this retreat, we will discuss goals for next year, meet our newly elected representatives, elect officers for next year and prepare for the Staff regent forum, which will be held on June 9th in Grise Hall Auditorium.

The meeting adjourned at 11:45

The next Staff Council meeting will be our annual retreat and will be held on June 4 from 8:00 - 4:00 at the Ag Expo room 113.

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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