

Subject: Staff Council 7/12/01 meeting minutes and Retreat wrap-up
Resent-From: Staff-All@wku.edu
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Retreat Wrap-Up

The WKU Staff Council held its annual retreat June 26, 2001 at the L.D. Brown Agricultural Exposition Center. Thanks go out to Darrell Towe, Director and the DFM custodial staff for their hospitality. The day was spent setting goals, establishing priorities, and getting organized for next year. Our top priorities will be: working for better staff salaries, addressing part time employee issues, and enhancing our health insurance/benefits package. Work will continue on the issue of staff employees in the KTRS retirement system using sick days toward retirement, with hope of finishing that work by the end of fiscal year 2002. Staff Service (longevity) Awards have been taken off the priority list for this year due to anticipated budget constraints. New officers were chosen: Chair - Joy Gramling, Treasurer - Johnny Allen, Secretary - Elizabeth Paris. Brad Stinnett will be the new web master. Our web site will soon be updated with our accomplishments from last year and other items of interest. In the afternoon Tony Glisson - Director of Human Resources, Dr. Steven House - Executive Director of the Institute for Economic Development, and Sharon Woodward - Program Coordinator of Continuing Education spoke about a staff leadership program that the Council has been very interested in. Johnny Allen, Dina Bessette and Jim Range will work with Sharon and Tony in an advisory role to help develop the program. The Council hopes to meet with Dr. Ransdell several times this year to keep the channels of communication open between the staff and the administration.

Meeting Minutes of 7/12/01

The meeting was called to order at 9 a.m. in the Facilities Management Conference Room. Members present were: Johnny Allen, Dina Bessette, Deborah Cole, Dana Divine, Teresa Dunning, Joy Gramling, Carolyn Hunt, Dale LaMastus, Jim Range, Tony Thurman and Brian Ward. Staff Regent Howard Bailey was also in attendance. Members absent were: Jackie Ellis, Elizabeth Paris, Phyllis Reed and Brad Stinnett.

1. Regent's Report: Howard Bailey caught the Council up to date on the latest Board actions that took place at the Board

Retreat and meeting held in June.

* Tuition and fees have now been combined. Units that have received money from fees in the past will still receive it plus an annual cost of living raise (mandated by a previous Board action). Funding for these units will not go up in direct proportion to a raise in tuition rates.

* The purchase of the Bowling Green Mall is not a done deal. It is still being worked on in Frankfort.

* There was discussion about the plan to give Diddle Arena and other WKU athletic properties to the city of Bowling Green as collateral to come up with money for the Diddle renovation plan. The Staff Council strongly urged Regent Bailey to vote against this concept. The Board of Regents meets again August 17, 2001.

2. **Staff Leadership Program:** The advisory committee (Johnny, Dina and Jim) met with Dr. Tice last week to seek his support for this program. The program would help develop personal leadership skills through a year long series of classes covering such topics as communicating assertively, working with a team, priority /time management and habits of successful people. Any staff member would be eligible to apply for the program and participants would be selected based on future potential rather than on past accomplishments. Up to 25 staff members would be in the leadership class in any given year. Dr. Tice is supportive of the concept and will talk to the President and the Administrative Council about the feasibility and funding options available.

3. **Part Time Employee Issues:** The Council has had an ongoing concern for Western's part time employees. They receive no benefits and in some cases do not receive annual raises. Deborah Cole will chair a sub-committee that will develop a questionnaire to be sent out to all part time employees that work 6 months or more out of the year. This survey will help gather information about our part time employee population that will guide our actions in the coming year.

4. **Standing Committees:** Standing Committees were assigned for the upcoming year. The committees are: Part Time Issues Committee and the KTRS Committee. The Salary Committee will be assigned at our next meeting. We hope to meet with the President within the next month or so to discuss the upcoming budget crunch and how it will affect salaries.

5. **Fall Break Brunch:** Plans are already being made for the Fall Break Brunch which is scheduled for October 4, 2001 from 9-11 a.m. The location of the event is yet to be determined. Various work committees were established to begin work on this project.

6. **Other Business:** Plans were made to update the list of Facilities Management employees who want to receive a hard copy of the Staff Council minutes in their mailboxes. If there are any employees in your area who don't have access to a computer or to campus e-mail who would like to receive the minutes in the mail, send the name and department to Elizabeth Paris, Office of the Vice President for Information Technology.

The meeting adjourned at 11:35 a.m. The Staff Council meets again August 2, 2001 at 9 a.m. in the second floor conference room of WAB.

The Staff Council wants to hear from you. Do you have a question, concern or comments? You can now email 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>