

**Subject: July 1999 Staff Council Meeting**

**Resent-From: Staff-All@wku.edu**

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**Organization: Western Kentucky University**

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

The Staff Council met for it's regular monthly meeting on July 8, 1999 in the second floor conference room of Wetherby.

Council members present: Johnny Allen, Marilyn Anderson, Linda Cantrell, Joy Gramling, Marshall Gray, Larry Holder, Dana Jacobson, Kathy Jimmerson, Joe Keith, and Tony Thurman.

Council members absent: Debby Gabbard, LaDonna Harris, and Larissa Young

1. Officer election for 99-00 term. Chair Jacobson attended and convened the July meeting until a new Chair was elected. The newly elected members for the 99-00 term are: Chair: Linda Cantrell, Treasurer: Marshall Gray, and Secretary: Kathy Jimerson.

2. Determination of meeting day and time. Council members agreed to meet the first Thursday of each month at 10AM. Each Council member agreed to host a meeting. In August, Johnny Allen, Joe Keith and Larry Holder will host the meeting. Tony Thurman will host the September meeting. Marshall Gray will host the October meeting. Joy Gramling will host the November meeting, Linda Cantrell will host the December meeting.

3. Constitution and By-Laws: The Council reviewed the existing Constitution and By-Laws and made revisions. After discussion and editing, the motion was made to accept and ratify the Constitution and By-Laws with incorporated changes. The motion was seconded and passed unanimously. The Constitution and By-Laws are posted on the Staff Council web page at: <http://www.wku.edu/staffcouncil>

4. Fall Break Brunch: The Council selected sub-committees to coordinate the Fall Break Brunch scheduled in October of 1999. The Prize committee--Marilyn Anderson, Joe Keith and Larry Holder. Food--Joy Gramling and Linda Cantrell. Publicity--Marshall Gray. Decorating/Entertainment--Tony Thurman and Kathy Jimerson.

Linda Cantrell will check on budget restraints and date and also will check with President's office regarding agreement to sponsor the Fall Break Brunch.

5. Staff Recognition Awards: Joy Gramling, Linda Cantrell, Marshall Gray and Joe Keith will propose job classifications and criteria to receive Staff Recognition Awards. This proposal will be presented at the next meeting. Also they will meet with Tony Glisson, Human Resources Director to discuss implementation of this program.

6. Part-time Discussion: To communicate with all the permanent part-timers, the Council agreed that the new Banner system will contain accurate records of all the permanent part-timers working at WKU. For now, possibly someone in networking can help build a mailing list for the part-time staff. Kathy

Jimerson is looking into this.

7. "Leadership Western": Leadership Western is designed to provide staff members with an opportunity to expand their personal leadership skills. The Council agreed to review and read a proposal and at the next Council meeting in August, to discuss the possibility of instituting this program.

8. A. Appraisal and Performance Evaluations. A discussion about appealing a performance evaluation. Evidently, WKU does not have a formal appeal or an avenue for a grievance procedure. This will be discussed further at the next Council meeting in August.

B. Student Health Services. Council members will continue to review and discuss the proposed Student Health Services privatization.

With no other business, the meeting was adjourned.