

Subject: Staff Council minutes
Resent-From: Staff-All@wku.edu
Date: Thu, 19 Nov 1998 14:30:59 -0600
From: Linda Cantrell <Linda.Cantrell@wku.edu> Internal
Organization: Western Kentucky University
To: Staff-All <Staff-All@wku.edu>, The Herald <herald@wku.edu>

Minutes of the November Staff Council meeting

The Staff Council met for it's monthly meeting on Wednesday, November 11, 1998 at 2:00 p.m. in Jones Jagers Hall room 101. Hosts for November's meeting were Diane Amos and Tony Thurman.

Council members present: Diane Amos, Linda Cantrell, Mike Cardwell, Fred Gibson, Joy Gramling (ex-officio), Marshall Gray, LaDonna Harris, Danna Jacobson, Joe Keith, Jennifer Roberts, Tony Thurman, and Sharon Young.

Council members not present: Johnny Allen, Cindy Burnette, Debby Gabbard (excused), and Brian Ward.

Guests attending: Gene Crume and Gary Meszaros

Chair Jacobson opened the meeting by introducing Gene Crume, Director of Alumni Affairs, who was in attendance to present a proposal for a training program entitled "Leadership Western". Mr. Crume explained that this program was inspired by Leadership Kentucky and Leadership Bowling Green and would be a program that was all inclusive of Western Staff. The planning stages for this program are in the very beginning stages and Mr. Crume proposed that the Staff Council take the lead in backing such a program. After Mr. Crume's presentation the Staff Council named a sub-committee made up of members Jennifer Roberts, Mike Cardwell, and Sharon Young. This sub-committee will meet with Mr. Crume on this proposed program and report back to the Staff Council in more detail at the December meeting.

Gary Meszaros, Director of Business Services, was present to propose a program called "Fitness in the Workplace". Essentially, a program such as this would provide incentives to employees to be healthy (exercise, eat well, smoking cessation, etc.) and keep health care costs down. This may become a very important factor now that the University has decided to go the self insurance route. Mr. Meszaros submitted a study that was done in the early 90's that showed several private companies that had provided a health incentive to it's employees in the form of an exercise and wellness program. With the state of the art Preston Center right on the campus, it would be easy to institute such a program at Western. Mr. Meszaros was asked to confer this idea with Tony Glisson and Fred Gibson was asked to contact a health care professional to come in and possible give us an idea of what a program like this would cost to institute and how it could be incorporated into the insurance aspect. Mr. Gibson will also discuss this issue with Dr. Charles Lott, Director of Student Health Services.

The fall forums were discussed and it was an overall consensus that the attendance was quite disappointing. Hopefully those in attendance found it to be a worthwhile.

Danna Jacobson and Mike Cardwell reported on their presentation to the Administrative Council on the overtime and 4 hour callback issues. The Administrative Council asked that Tony Glisson and Ms. Jacobson collect some data from various business, State Government, and the other

Kentucky public institutions on how this situation is handled at each respective place of business. Once that data is collected, it will be taken back to the Administrative Council for further discussion. While the Administrative Council is still reviewing the proposed policy concerning On Call Status and Call Back Pay, the reaction to maintaining the (4) four hour minimum was very positive.

Longevity of employees - It has been brought to the attention of the Staff Council that the campus population is getting older and some think that incentives for retirement should be offered. The Staff Council agreed that this item is out of our purview.

Raises for part-time Staff - This item was discussed briefly and each council member was asked to go back to their respective areas and research if and/or how part-time employees in their areas are given raises. Once this information is gathered, this topic will be discussed in greater detail at the December meeting.

Audited Classes - The omission of audited classes from the Staff Tuition Waiver Program has created quite a bit of concern. This omission was accidental and the Staff Council and Faculty Senate will be sending a joint resolution to the Administrative Council to have the option of auditing a class included in the policy.

Employee Evaluations - Employee evaluations were discussed and it was noted that the mid-year evaluations were due. The point was made that the mid-year evaluations were not mandatory at this time. It was also noted that the "bottoms up" evaluations could be a useful tool for employees if utilized.

Flower Fund - The question was raised concerning the flower fund and the fact that it no longer existed. This happened due to a depletion of funds. Suggestion was made to maybe hold a fund raising activity to bring back the flower fund. The point was made that historically the flower fund was comprised of "donations" by WKU faculty and staff. Why could the flower fund not be funded centrally? History of the flower fund will be collected and reported at the next staff council meeting.

With no further business, the Staff Council adjourned. The December meeting will be hosted by Jennifer Roberts and will take place on Wednesday, December 9 at 2:00 p.m. in the Dining Room of Craig Alumni Center.