



January 2011 Meeting Minutes

Cassandra Bailey ✓	Tammi Beach ✓	Adrienne Browning ✓	Diane Carver ✓	April Gaskey ✓	Jessica Gibbs
Janet Hall ✓	Wanda Johnson	James Kennedy	Paula Mattison ✓	Chester McNulty ✓	Jennifer Ragan ✓
Casey Scruggs ✓	Mandy Skinner ✓	Retha Spinks ✓	Colby Westerfield		

✓--Attended meeting

Chair Diane Carver opened the meeting with a discussion of the Staff Council Book Scholarship. April Gaskey asked Lacey Jackson from the WKU Store to tell us about their matching program. To implement the scholarship, The WKU Store will provide a gift card to the winner. The Store will then match the amount provided by the Scholarship. During our meeting, we discussed the fact that the application did not appear on line by 12/15/2010 as stated in the December minutes. Instead, it was posted on our website at the beginning of winter term. The application was also posted without the deadline date as we were to determine that at our January meeting. This decision was delayed due to a weather-related rescheduled meeting. Given all these factors, we decided to delay the scholarship award until fall 2011, the official start of the school year. **However, after the meeting, several applications/inquiries were received. It was decided after the meeting via email to extend the deadline for the spring 2011 scholarship to Tuesday, Jan. 25, 2011 and to send a staff-all email to alert staff to the changes.** The spring scholarship will be \$150, but the Council voted to award at least 4 \$50 scholarships for the fall semester. The number awarded could vary, depending on donations collected.

Jennifer Ragan volunteered to contact the WKU Alumni Association, to see if they might put something about our scholarship in their next publication. Since the scholarship is totally funded by donations, we will need to do some additional fundraising. Anyone can donate to the fund by contacting April Gaskey— april.gaskey@wku.edu. You can also send donations via campus mail to April at the Gatton Academy. Thanks to everyone who donated at the Fall Break Brunch (and to the WKU Store), we are able to help a staff member with their book purchases this spring.

We had no new information on the tuition tax situation, except several reports that students had been contacted and the college was working with everyone involved.

The Staff Satisfaction survey has gone out, and Diane has been pleased with the response. The deadline for submittal is Monday, January 24. Janet Hall will send out a staff-all reminder this week.

Chester McNulty has been working with Anita Britt of EH&S on the smoking issues at Grise Hall. Air tests showed that several smoking areas around the building needed to be relocated. This has been done. Anita will test again once the semester starts. EH&S received the complaints from a staff member, and Anita contacted Chester to help. Chester and his committee will now be looking at MMTH, EST and the Ransdell building, to determine smoking areas.

Casey Scruggs told us about the PerksCard, a discount program that can be tailored to the WKU family. Once an agreement is made, the PerksCard staff will provide a show and save card with local and

national discounts. There is no charge to WKU for this service. We agreed to have Casey look into this and to find out what approvals might be necessary for such a program.

Diane asked members of various committees to plan to report at meetings this spring. April reported that the Masterplan Committee will be presenting their new plan at this week's Board of Regents meeting. Diane also encouraged everyone to attend President Ransdell's February 4 meeting at MMTH. Jennifer invited everyone to the Lady Topper game on February 2. The Lady Toppers are offering free tickets to any school child from grades 3 through 6. The game begins at 11:30am.

We received a concern that WKU was not handicap accessible, but without details, we could not look into this. We also received a request for shortened work days for staff during the winter term. We did not feel we back this request, given the amount of days off for winter break.

Looking ahead, Diane reminded us that elections will be held this spring. We also need to decide on a Meet and Greet, and determine a place for our June retreat.

Stacey Biggs of WKU Marketing will be our February speaker. If anyone would like to present to the Staff Council, please contact Janet Hall.

The meeting adjourned at 11am.

Addendum: After the meeting, Janet contacted Deborah Wilkins to check on the outcome of the BSA draft mentioned in last month's minutes. Deborah contacted Charlie Jones (DFM) and John Osborne, and they assured her that no employee will be forced to work overtime at extra events. If an employee is being told that they must work, they should contact Charlie Jones so he can correct the situation.