Members present: Erin Bailey; Leah Banks; Ann Cotton; Jennifer Evans; Stephanie King; Bryan Makinen; Barbara McDermott; Jennifer McKnight; Jennifer Ott; Tosha Sparks; Julie Spease; Kalie Templin

Members absent: Treva Macy; Dixie McHone; Debbie Simpson

Guests: Gary Folckemer, Emergency Manager for EKU’s Division of Public Safety

Call to Order – Chair Banks called the meeting to order at 10:04am.


Approval of minutes: Minutes of the April 14th meeting were approved via email.

Treasurer’s Report: Balance $17,413.91. Ms. Templin will order new members McDermott and Macy Staff Council polo shirts.

Staff Regent Report:
- Committee Meeting Updates
  - Reorganization of Work Units--create policy so all reorganizations are consistent
  - Institutional Diversity—Committee has taken initiative and is coming on strong.
    - SDWT’s (Institutional Diversity)
  - SACS Reaccreditation
  - ADA
  - Benefits Committee – not met since last meeting
  - Leadership Team meeting – none since last meeting
- Commencement on Friday
- Regent Makinen attended the Faculty and Staff Appreciation in support of the Staff.
- Regent Makinen attended the campus memorial service to represent the Staff.
- Board retreat scheduled for 6/9
- Board of Regents Finance and Planning Committee meeting on 6/8
- Board of Regents meeting scheduled for 6/22

Staff Council Chair Report: no report

Committee Reports:
A. Communications Committee
   a. Julie Spease was elected as Chair; Jennifer Ott elected as Secretary
   b. Each representative can send an email to constituents regarding the Staff Regent nomination period. Copy the announcement from the May 1st EKU Today email.
B. Issues and Benefits Committee—has not met. Since Ms. Cotton is longer serving on this Committee, Ms. McDermott will coordinate a meeting and send the request to committee members.

C. Elections and Credentials Committee—met Thursday, April 30th.
   a. Dixie McHone elected as Secretary.
   b. Staff Regent election schedule:
      - Announce nomination period May 1, 2015
      - Accept nominations for Staff Regent May 1 through June 1, 2015
      - Hold forum Tuesday, June 9th at 10am in Library room 108
      - Election held June 15th and 16th.
      - Announce winner June 17th
      - Hold runoff election (if needed) June 18th and announce winner June 19th

D. Staff Recognition and Professional Development Committee
   a. Ann Cotton elected as Chair; Treva Macy elected as Secretary
   b. Committee will be discussing some new ideas to recognize the staff.

University Committees:
A. Parking Advisory Committee—not met
B. Colonels Kick Butt Team
   a. Dr. Jack Rutherford is now heading the Team.
   b. As of last Friday, Chair Banks received communication confirming administration will be moving forward to issue tickets to violators of the Tobacco Free policy.
   c. The number of Ambassadors hired will increase to assist in enforcing the policy.
C. Strategic Planning Steering Committee—SI Teams
   a. Optimize Campus Resources (Kalie Templin)
      - The team has finalized the plan and Karen Neubauer has submitted it to Matt Roan.
      - Summary of points included in the action plan:
         1. Create a financial plan that more effectively aligns the use of University resources with objectives and priorities identified in the strategic plan. This will include a recommendation for a new budget model that is different from our current model.
         2. Conduct annual faculty workload analysis.
         3. Ongoing process of academic program review.
         4. Periodic evaluation of advising.
         5. Augment data collection to cover all internal and external data requests.
         6. Institute University capital pool.
         7. Increase the current deferred maintenance.
         8. Create a new facilities master plan that will clearly define the current space usage and future needs.
         9. Implement universal scheduling of all common spaces.
        10. Expand access and enhance computing resources.
        11. Develop and implement a plan that will guide the integration of sustainability into the culture of the University.
        12. Provide and maintain clean, safe, and alternative energy efficient physical facilities that meet the needs of community and staff.
   b. Staff and University Culture—action plan was submitted
D. Benefits Advisory Committee—has not met
E. Policy Review
a. Employee Evaluation—Per Ms. Sparks, the rough draft was reviewed at the last meeting, and the final draft should be ready to send out for final review.
b. Personnel Appointments—Ms. Macy was not present to give update
c. Drug and Alcohol Testing—has not met
d. Policy on Policies (revision)—Per Ms. McDermott, the committee is waiting on the final version of the policy from Sherry Robinson.

Old Business

A. Picnic Update

a. The employee picnic will be held on Tuesday, June 2nd from 6-8:30pm at the Intramural Fields. Tent and tables will be set up by Facilities. All employees and their families are invited.
b. Communications Committee will coordinate to send out a “save the date” along with a more detailed invitation email to follow possibly coming from the President’s Office.
c. Ms. King will investigate doing a RSVP through EKU Direct so we can get a head count.
d. Food and activities are free to attendees. Activities at the picnic will include:
   i. Inflatables
   ii. Magic by Curra—balloons
   iii. Sand Art
   iv. Giveaways: Kings Island tickets, items from the Bookstore, EKU Center for the Arts tickets
   v. Cornhole tournament—boards will be made and donated by Construction Management
   vi. Face painting
   vii. Petting zoo
   viii. Food menu includes: Pepsi products (donated), grilled chicken, hot dogs, baked beans, chips, potato salad, veggie wraps (vegetarian option), cookies, water/tea/lemonade

e. If any members want to reach out to local businesses for donations for giveaways, Chair Banks will draft an email for us to send out.

New Business

No new business to discuss.

Adjournment

Meeting was adjourned at 12:03pm.

Submitted by,
Kalie Templin, Secretary/Treasurer