Eastern Kentucky University
Staff Council
Meeting for Tuesday, April 14, 2015
Whitlock 549

Members present: Leah Banks; Ann Cotton; Stephanie King; Treva Macy; Bryan Makinen; Barbara McDermott; Dixie McHone; Jennifer McKnight; Jennifer Ott; Tosha Sparks; Julie Spease; Kalie Templin

Members absent: Erin Bailey; Jennifer Evans; Debbie Simpson

Guests: Scott Cason, Bullhorn Creative, Invitees for Bullhorn discussion

Call to Order – Chair Banks called the meeting to order at 10:00am.

Introductions of Staff Council members and guests.

Bullhorn discussion
Two representatives from Bullhorn Creative branding company opened by describing what they do and what they would like to gain from this discussion.

A. Bullhorn Creative is not necessarily an advertising company although advertising may be included or follow in their work for EKU. They want to reflect the authentic personality that exists in this institution—find the authentic piece of this University and bring it out.

B. Lengthy discussions and points were brought up to describe what EKU is all about including where we excel and may fall short.
   a. We are all EKU, no matter which college, program, department, etc. We need to have a singular vision, brand, and goal to unite the campus.
   b. The staff is like the “mothers” of our students. We show support, nurture, and guide the students.
   c. Students are developed and given the support needed to make them successful at EKU. One guest noted that in a prior position at another company, EKU graduates that they hired in were always more prepared than grads from other schools in the area.
   d. There are many 1st generation college students that meet more challenges than the average college student. They may not have the family support or knowledge about college and how it works; they may have to work while also attending school; they may have family to care for at home. Many students fall in this category, so although we may expand further than our region, EKU doesn't need to lose sight of the region we were set up to serve.
   e. EKU has lots of co-op and internship requirements for their students. There is a co-op office on campus, and we also provide resume services and interview support when students are entering the workforce to make sure they are well prepared.
   f. Many parents are concerned about the safety of their children when they come to EKU, and we provide them a safe environment to learn.
   g. Faculty has many opportunities for recognition and awards. However, staff does not get recognized as much for what they do.
   h. Staff are usually the ones more willing to help students. A lot of times they are even more supportive than a lot of the faculty.
   i. EKU is “home” no matter where you come from.
j. Staff is the backbone that holds the University up and keeps it going.
k. When things are going really wrong, that is when people step up and make things happen to make EKU better.

Approval of minutes: Minutes of the March 10th meeting were approved via email.

Treasurer’s Report: Balance $17,413.91

Staff Regent Report:
On March 20th, a special Board of Regents meeting was called to review and approve the new student fee. It has been fully vetted by CPE, and all the rules were followed and guidelines were met. The fee passed at the Board of Regents meeting. The only voices standing against it were students that wanted the fee but wanted more time to think about it. It will be a 20 year fee to start Fall 2015.

Staff Council Chair Report:
- Administrative council meeting:
  - Transparency with the budget process has been a big issue. Per Karen Neubauer, there is a portal on the Budgeting webpage that explains the process.
  - The new SGA president will take office April 24th.
  - The branding company hired was Bullhorn Creative.
  - Scholarship week is this week.
- Ann and Leah met with Dr. Sherwood Thompson. They will be working with the Diversity Office by serving on the committee for their department’s strategic plan.
- Model Lab School will receive support from Madison County Schools for the first time. Elmer Thomas has agreed to give a portion of their funding to Model. Model currently gets no state funding other than what EKU allocates to them.
- Interesting fact: EKU is in the bottom 10 of all Kentucky schools for government funding.
- The state will be changing to a formula based funding model to appropriate funds to colleges. If funding continues to trend down, EKU may not be able to offer the remedial classes to students anymore.
- Changes for graduation commencement and convocation this year:
  - There will be one big commencement ceremony at the football stadium this year where graduates will be recognized by their particular college. This will be an evening ceremony with fireworks. Dr. Benson has requested this as a way to create a sense of community and unity by having all EKU graduates together at one big ceremony.
  - Each college will have their own convocation ceremony where graduates will walk across the stage and receive their diploma. The Business and Technology Center will be having their convocation at the Center for the Arts and will limit grads to 2 guest tickets because the facility is not large enough for all grads to have an unlimited number of guests.
- Complete the survey for President Benson’s evaluation. Encourage constituents to submit the survey as well, and notify Chair Banks of any staff member that did not receive the survey email. Results will be compiled and summarized to be presented at the Board of Regents meeting.

Committee Reports:
A. Communications Committee-has not met
B. Issues and Benefits Committee—has not met
C. Elections and Credentials Committee—met Thursday, April 9th.
   a. Elections: Kalie Templin elected as chair. Secretary election tabled until next meeting.
   b. Staff Regent election schedule:
      i. Announce nomination period May 1, 2015
      ii. Accept nominations for Staff Regent May 1 through June 1, 2015
      iii. Hold forum week of June 8th.
      iv. Election held June 15th and 16th.
      v. Announce winner June 17th.
      vi. Hold runoff election (if needed) June 18th and announce winner June 19th.
      vii. 3 year term will begin July 1, 2015
   c. Chair will be emailing members to schedule the next meeting.
D. Staff Recognition and Professional Development Committee—has not met, but will be scheduling a meeting soon.

University Committees:
A. Parking Advisory Committee
   a. Grand Campus lot will change to a residential lot, so residents will have to pay for a parking pass.
   b. New EKU license plates:
      • Currently there are 161 commuters with the EKU license plate, 231 employees, and 100 with the Veterans plate.
   c. There will be a $25 fee to replace a parking tag.
   d. There has been an issue with temporary tags—now contractors will need to purchase a parking permit. However, temporary tags can still be used but only for short term.
   e. Parking lots will be maintained on a rotating schedule to repair potholes, paint, etc.
   f. The student representative on the committee suggested a price increase for student permits.
   g. New signage for the parking lots will be installed this summer.
B. Colonels Kick Butt Team—met but Chair Banks was unable to attend the meeting.
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.
      • Ms. Templin will prepare a summary for the next Staff Council meeting.
   b. Staff and University Culture (Ann Cotton)
      • Plan has been submitted to Matt Roan.
D. Benefits Advisory Committee
   a. Anthem presented on the new “Live Health” option.
   b. Discussion of policies was tabled until next meeting.
   c. Health Fair will be April 15th from 9am to 3pm in the Powell Lobby.
E. Policy Review
   a. Employee Evaluation (Tosha Sparks)—Ms. Templin attended the meeting on March 26th in Ms. Sparks’ place.
      • A working draft is in place that is a simple one page document.
      • Wording was changed in some places.
• Discussion of some areas that may need to be clarified and suggested changes.
  b. Personnel Appointments (Treva Macy)—working draft has been prepared. The committee is also waiting on clarification from HR on several items.
  c. Drug and Alcohol Testing (Bryan Makinen and Ann Cotton)—last meeting was cancelled, but committee is currently looking at Drug and Alcohol policies at other Universities.
  d. Policy and Policies (revision) (Barbara McDermott)
      • One of the big changes was that the comment period will be reduced from 30 to 14 days. However, this time period can be extended beyond 14 days if needed.
      • Sherry Robinson brought up that we, as Staff Council, should think of ways we can better inform people of the University’s policies.

Old Business
A. Spring/Summer event for campus
   a. Met and discussed possible locations for a picnic.
   b. Members had several tasks assigned to each of them, and committee will reconvene to discuss findings.
B. Sick Bank Policy review—was tabled at the last Benefits Advisory Committee meeting.
C. Gary Folckemer will be a guest speaker at the May Staff Council meeting.

New Business
A. Alumni weekend will be next weekend—April 24-26th.
   a. Encourage people to attend. Ms. Ott will send flyers that we can email to constituents.
   b. There will be one price of $50 that includes all events.

Adjournment
Meeting was adjourned at 12:13pm.

Submitted by,
Kalie Templin, Secretary/Treasurer