

UK STAFF SENATE
September 13, 2007
1:00 p.m. to 4:30 p.m.
W. T. Young Library Auditorium
MINUTES

- I. **Call to Order** — Chair Kenny Blair called the meeting to order at 1:13 p.m.
- II. **Pledge of Allegiance**
- III. **Roll Call** — Present – 43; Excused – 19; Absent – 20; Resigned - 2
- IV. **Approval of August Minutes** — *Minutes from the August meeting were approved, as posted on the listserv.*
- V. **Officer Reports**

Chair – Chair Blair welcomed Pat Immerman of HR at Good Samaritan, and Robynn Pease, our new Director of Work-Life and reported the following:

President Todd has agreed to address the Staff Senate, just as he does the University Senate. Dr. Boyd will schedule a date.

The College of Agriculture's Staff Appreciation Day is September 26, 2007. Sen. Dorothy Rapp sent an email asking for volunteers. Please contact her if interested because we must have a table for a good part of the day.

Chair Blair and Sen. Kyle Dippery are collaborating to compile precinct lists.

Sen. Debbie Burton resigned from the Work Life Committee to serve on the Shared Leave Pool Committee. Three names have been forwarded to HR and Work-Life for a replacement.

The Staff Appreciation Day (SAD) Commission held its first meeting on September 5, and future meetings will be on the first Wednesday of each month (except January - that will be the second Wednesday) from 10:00 a.m. to 11:30 a.m. in 209 Robotics. President Todd agreed to co-sponsor the event.

Chair Blair and Office Coordinator Holly Clark attended the University of Louisville's (U of L) Senate Retreat on September 10 and Eastern Kentucky University's (EKU) Staff Council meeting on September 11. They had an informal discussion with EKU's interim President, networked, and shared some good ideas and information. Chair Blair also has contacted Morehead State University's chair to establish a relationship with them.

- David Ritchie, Chair of DanceBlue, met with the Executive Committee at its

retreat. Opportunities for Senate involvement include encouraging staff to make donations and volunteering the day of the event. More information will follow as the event nears.

Senators will be contacted after three unexcused absences from regular Senate meetings.

Letters to senators' supervisors will be mailed, thanking them for their continued support of the Senate and encouraging them to allow their staff to take time away from work to perform Senate duties.

Due to the State of the Campus Address the Staff Senate workshop was postponed until October 11 from 10:00 a.m. 12:00 p.m. The auditorium is reserved at that time, so the workshop will be split between the Gallery and the Keeneland Room. Senators should contact Ms. Clark or Chair Blair by October 1, if planning to attend. Ideas for the workshop are also being accepted.

Chair Blair met with the President on August 21 to discuss the Senate budget. The operating budget's allocation for current expenses remains at \$24,300. The past two years \$10,000 of the budget was donated to the Women's Forum for SAD. This year the Senate is in charge of SAD. The President approved the budget request of \$25,000 in recurring funds for SAD, and allowed the Senate to retain the \$10,000 in funding that traditionally was donated. SAD will have its own cost center. All committees are required to submit a budget proposal. In this proposal, committees will include how much money they are requesting and allocations. Proposals will be submitted to Treasurer Jann Burks by September 20. She will then compile a master request to be presented to the Executive Committee for approval on September 27. After getting approval by the Executive Committee, the budget will go before the full Senate for approval on October 11. The goal is to cut back on having a Senate vote every time money needs to be spent by a specific committee. Example: Public Relations/Communications (PR) for newsletters.

A. Secretary – *As moved by Secretary Nielson, the resignation of Terry Edin and recognition of Janet Tucker's vacated seat were seconded.*

MOTION PASSED.

VI. New Business

A. Strategic Plan Update – Chair Blair gave a timeline of the action taken on the strategic plan. He announced that after further research, study, and consultation with President Todd, members of the now dissolved ad hoc committee, and others, revisions were made to the plan, particularly with respect to measures of progress. The time period for review was shortened to six months. The plan will be administrative and executed by the leadership of the

Senate. It was adopted with the approval of the Executive Committee. Therefore Chair Blair explained that no motions would be necessary in the full Senate, but discussion would take place. Sen. Stephanie Risner suggested changing the name of the plan from Strategic to Administrative. Chair Blair said that he would consider that as a possibility and follow up with the Senate.

B. New Procedure – Audience Response System (ARS) – Chair Blair explained the new procedure for checking in and out the ARS remotes on loan from the Teaching & Academic Support Center (TASC). The procedure will serve to prevent fraudulent voting and loss.

C. GR Changes – UK HealthCare Good Samaritan Eligibility/Election Responsibility – Chair Blair presented the proposed GR changes that would 1) allow Good Samaritan senators to become senators by the next election and Center for Advanced Surgery staff in the hospital and 2) strike wording pertaining to the Staff Senate Development Task Force, now defunct. It is intended for the item to go on the October Board of Trustees (BOT) meeting agenda for the first reading.

VII. Presentations

A. United Way Campaign – Associate VP of Human Resources Kim Wilson delivered a presentation on United Way's efforts and extended an invitation to the Senate to be some of the first employees to donate. Over half of the staff present made donations at the meeting. The official campaign kicks off October 1. Eileen O'Malley of the Center for Women, Children, and Families also spoke and addressed the effectiveness of contributions from United Way regarding her charity.

B. Parliamentary Procedure – Sen. Glen White trained on parliamentary procedure via Powerpoint.

C. Make the Difference Program – Ms. Alison Preston addressed the Senate on the employee suggestion program that "recognizes the value in employee engagement" with cash rewards for those employees whose ideas are adopted. The purpose of the program is to improve the university in various ways through four major areas: safety, process improvements, customer service, and expense reduction.

D. National Work and Family Month Activities – Director of Work-Life Robynn Pease announced the schedule for October's Work/Family Month at UK that will include workshops on family/marriage counseling and working with people with disabilities. New events sponsored by TIAA-Cref and Fidelity also will be included, focusing mainly on retirement topics.

VIII. Standing & University Committee/Subcommittee Reports

A. External Affairs - Sen. Kim Trumble announced that the gubernatorial convocation is scheduled for September 28, 2007, from 12:00 to 1:00 in Worsham Theater at the Student Center, co-sponsored by the Student Government Association, University Senate, and Staff Senate.

B. PR/Communications - Sen. Dorothy Rapp reported that the fall newsletter is on track and thanked everyone for their contributions.

C. Shared Leave Pool – Sen. Burton reported that 440 days were donated to the sick leave pool, and 148 employees donated. Several departments donated 10 or more days. Four applications have been submitted, and two decisions have been made at this point.

IX. Items from the Floor – None.

X. Adjournment – There being no further business, the meeting was adjourned at 3:13 p.m.

Next meeting: October 11, 2007

*Respectfully submitted,
Aimee Nielson*

/hjc