

2007-08 Staff Senate Current Expenses Summary

Category	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Monthly Beginning Balance	\$24,300.00	\$23,739.35	\$22,880.07	\$22,143.85	\$21,666.88	\$21,352.28	\$19,329.78	\$15,885.59	\$15,564.53	\$13,624.87	\$13,139.45	\$7,773.55	N/A
Recurring Charges	\$213.46	\$377.75	\$213.56	\$441.90	\$295.07	\$226.15	\$376.84	\$321.06	\$461.72	\$301.76	\$413.48	\$0.00	\$3,642.75
Office Supplies	\$17.19	\$109.37	\$178.72	\$4.21	\$19.53	\$1,358.93	\$0.00	\$0.00	\$861.00	\$183.66	\$237.78	\$1,631.32	\$4,601.71
Parking	\$330.00	\$0.00	\$0.00	\$7.50	\$0.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$191.25	\$566.25
Printing / Publications / Promotional	\$0.00	\$320.00	\$251.28	\$23.36	\$0.00	\$17.42	\$3,067.35	\$0.00	\$590.94	\$0.00	\$4,714.64	\$427.50	\$9,412.49
Professional Development / Training	\$0.00	\$52.16	\$92.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26.00	\$0.00	\$0.00	\$0.00	\$170.82
Total Monthly Expenditures	\$560.65	\$859.28	\$736.22	\$476.97	\$314.60	\$2,022.50	\$3,444.19	\$321.06	\$1,939.66	\$485.42	\$5,365.90	\$1,867.57	\$18,394.02
Projected Available Budget	\$23,739.35	\$22,880.07	\$22,143.85	\$21,666.88	\$21,352.28	\$19,329.78	\$15,885.59	\$15,564.53	\$13,624.87	\$13,139.45	\$7,773.55	\$5,905.98	N/A

UK STAFF SENATE
Executive Committee Meeting
June 26, 2008
11:00 a.m.
MINUTES - DRAFT

I. Call to Order – The meeting was called to order by Vice Chair Miller at 11:02 a.m.

II. Roll Call

Kenny Blair - Chair - **Absent**
Bart Miller – Vice Chair – **Present**
Aimee Nielson - Secretary - **Present**
Jann Burks - Treasurer – **Present**
Glen White - Parliamentarian – **Present**
Eric Shock - By-laws Committee – **Present**
Chuck Miday – Election Committee - **Absent**
Dave Melanson - External Affairs Committee - **Present**
Ann Livingstone - Institutional Finance and Resource Allocation
Committee (IFRA) - **Present**
Ron Lee – Presidential Advisory Committee (PAC) - **Absent**
Dorothy Rapp - Public Relations/Communications Committee (PR) - **Present**
Debbie Burton - Staff Issues Committee - **Present**
Stuart Reedy - Staff Trustee Advisory Committee (STAC) – **Present**

Ex-Officio Members

Kyle Dippery (Immediate Past Chair) - **Absent**
Holly Clark (Office Coordinator) - **Present**

III. Approval of Minutes – The May minutes were approved as distributed.

IV. Officer Reports

A. Vice Chair

Vice Chair Miller announced that committee reports are due Monday.

PR is discussing supplementing the print issue of UK News with an electronic version. Pros and cons of this action were discussed, but the issue will be revisited once more information is given.

B. Treasurer

Treasurer Burks and Office Coordinator Clark reported that between \$5,000 and \$6,000 is estimated to be given back to the President's Office from the operating budget.

C. Parliamentarian

Parliamentarian White stated that he'd like to see paper copies of the by-laws made available to senators who need them. He and Sen. Shock will be responsible for distributing them. It was also suggested to offer abbreviated versions of Robert's Rules of Order to senators for use during the regular meeting. Parliamentarian White will also work on creating a quick reference guide for doing business in poster format for regular meetings. Sen. Shock stated that he'd like to see the floor alternated between pro and con speeches, as Robert's Rules advises.

V. Discussion / Action Items

Committee Assignments for 08-09

Sec. Nielson moved to approve committee assignments of senators as accomplished in the meeting, and it was seconded.

Discussion.

MOTION PASSED.

Committee assignments will be approved by the full Senate in the July 2008 meeting after senators are notified via listerv of their assignments.

VI. Committee Reports

External Affairs

Sen. Dave Melanson reported that the House Bill on retiree funding in the Kentucky State Legislature unanimously passed the House in the special session.

VII. Setting of Agenda for Regular Meeting

Members agreed on items to discuss and on which to take action at the July meeting.

VIII. Items from the Floor

Purchasing of Name Tags

Sen. Nielson moved that the Staff Senate purchase nametags for new senators, if requested by the August 2008 meeting, and it was seconded.

Discussion.

MOTION PASSED.

IX. Adjournment

There being no further business, Vice Chair Miller adjourned the meeting at 1:34 p.m.

Respectfully submitted,

Holly Clark, Aimee Nielson

July 3, 2008

/hjc

Staff Issues Committee Meeting June 2008

MINUTES

JUNE 5, 2008

11:00 AM – 12:00
PM

419 COLLEGE OF NURSING BLDG

MEETING CALLED BY	Debbie Burton
TYPE OF MEETING	Staff Senate – Staff Issues Committee
FACILITATOR	Debbie Burton
NOTE TAKER	Debbie Burton for Jennifer Eskew
ATTENDEES	Debbie Burton, Kurt Buterbaugh, Steven Mock, Dan Wentz Guests: Robynn Pease and Stuart Kearns

ABSENT: Jan Burks (EC), Jerri Smith (E), Amy Atkerson (E), Jennifer Eskew (E), Jerry Hart (E), Mari Marsh (E),

Agenda topics

60 MINUTES

PRESENTATION/
DISCUSSION

DISCUSSION	CARPOOLING ISSUES
<p>1. Meeting called to order</p> <p>2. Minutes for May meeting approved</p> <p>3. Carpool assistance software from AlterNet presentation given by Stuart Kearns, a staff employee with Parking & Transportation who has been researching a carpooling assistance program for UK. The program would be a database system implemented by AlterNet which would be strictly for UK employees who are searching for other UK employees interested in carpooling. There would be a \$250.00 start up cost and an annual fee of \$500.00. There would be no cost to the employee for use of this system. Don Thornton, with UK Parking & Transportation, is looking at being the department that would house this system and also assist the UK employees that may not have computer access on signing up for the service. It was suggested that this be implemented for the fall. Robynn Pease, Director of the WorkLife Office has also been working with Mr. Thornton on this issue due to the calls coming in to their office from staff looking for alternatives.</p> <p>Kurt Buterbaugh brought up the need for immediate action and suggested having bulletin boards placed around campus for staff interested in carpooling to put their information on these boards for other staff to see and get in touch with. Kurt indicated his support but, he felt a simpler, less expensive system, like the bulletin board, could be used and put in place now instead of later.</p> <p>4. Items from the Floor None</p> <p>No further business the meeting adjourned at 12:00.</p>	
<p>NEXT MEETING: TBD by new committee.</p>	

Staff Senate PR/Communications Committee

Minutes

June 19, 2008

1. Call to order – Dorothy Rapp – meeting called to order at 12:10
2. Roll Call and Minutes Approval – Stephanie Risner
 - a. Present – Dorothy Rapp, Jen Martin, Will Swiney, Stephanie Risner
 - b. Excused – Melody Mays and Tena Smith
 - c. Minutes were approved.
3. Announcements – Dorothy Rapp – both Dorothy and Stephanie have asked to be on another committee next year.
4. Annual Report – Dorothy Rapp – Dorothy hit some highlights of the annual report
 - a. Problems with attendance! Most of the year the committee had 6 active members and required a lot of help from Kenny Blair and Gail Hairston.
 - b. Due to the lack of support from committee members, Dorothy felt we could not expand on items that the committee wanted to accomplish and the web site could not be updated.
 - c. Even with as few active members as the committee had several things were accomplished.
 - i. The committee supported the Election Committee.
 - ii. Had a display board created.
 - iii. Participated in Staff Appreciation Day. Two PR committee members were also on the Staff Appreciation Day 2008 commission. A table with the display board was set up for Staff Appreciation Day 2008 and Staff Senate Post-it Notes were given away.
 - iv. Two newsletters were created and mailed out as an insert in the UK News. One in the fall and one in the spring.
 - v. Dorothy felt that we had a much improved relationship with UK PR.
 - vi. We were also successful in getting pictures of meetings that may be used in future publications.
 - vii. Thanks for the work of Dorothy, Kenny, Glen White, and Gail we were able to get a column in the UK News each month.
5. Display Board Panels – The committee members present made a decision of two additional pictures to be created for the display board. So that we can have panels that give us the flexibility to meet the specific needs of the function - recruiting or informational.
6. Adjourn – Meeting adjourned at 1:00. Next meeting will be scheduled by the new PR/Communication Chair to be appointed at the July full Staff Senate meeting.

By-Laws Minutes Agenda 6/12/2008 (UNAPPROVED)

Scheduled:

Keeneland Room, W.T. Young Library
11:00am-12:30pm
Thursday, June 12th, 2008

Attendees: Stephanie Fisher ([resigned](#)), Eric Shock, Carl Harper, Tony Hartsfield ([resigned](#)), Debbie Sipe, Marilyn Szczygielski, Daniel Hacker ([absent](#)), John Howard ([absent](#)), Belinda Morgan, Kaye Spencer ([absent](#)), Glenn White

Announcements:

Staff Appreciation Day commission is asking for participation for SAD 2009.

Old business:

Correct copy of current By-Laws

- Distributed today to reflect changes from April 10, 2008 ([emailed](#))
- Sent copy along with this meeting agenda to Holly to update Staff Senate web site ([emailed](#))

New Business:

Approve May minutes (attached)

[No changes](#)

Approve Year-in-Review document to be passed to next year's committee (attached)

[Corrected Debie Sipe's name spelling. No other changes](#)

Officer positions for next year's By-Laws Committee – discussion

[Discussion](#)

Open floor for new items

[No new items.](#)

July 10 – NO Committee meeting as new members could be assigned.

[Adjourned 12:15pm](#)

**Minutes
Presidential Advisory Committee
Staff Senate
University of Kentucky
Tuesday, June 24, 2008**

Members Present

Doug Boyd
Becki Flanagan
Jeff Goins
Ron Lee (Chair)
Pat VanMeter

Guest

Dave Melanson

The meeting was called to order at 3:10 pm.

1. Minutes. The minutes from May were approved as presented.
2. Flanagan provided a recap of the June 12 full Staff Senate meeting. Highlights include:
 - Officers for 2008-09 were elected:
 - Chair – Bart Miller
 - Vice Chair – Chuck Miday
 - Treasurer – Jann Burks
 - Secretary – Aimee Nielson
 - Parliamentarian – Glenn White
 - Angie Martin gave a budget overview, including a PowerPoint presentation, and answered questions from the floor at June's meeting. Senators were also granted the opportunity to ask her and the staff one-on-one questions following the meeting.
 - A student representative from UKFusion asked for Senators to take information about this year's event back to their departments. They are still accepting faculty/staff supervisors and student groups for this year's event.
 - Chair Blair gave his end-of-term address, including a recap of Senate accomplishments and thanked several individuals for their support during his time as chair. On behalf of the Senate, Chair-Elect Miller presented Chair Blair with a print of the Young Library as a token of appreciation for his service.
 - Chair Blair gave a report on SAD and said that there were several issues to be resolved and suggestions for next year. Certificates of appreciation were presented to co-chairs Stephanie Risner and Marilyn Szegelski.
 - Also, Dr. Karpf will address the Senate at the July regular meeting to present plans for the new medical complex.
 - Chair Blair announced that President Todd plans to attend our August Senate meeting.
3. No issues from President Todd for our input were offered.

4. There were no issues for President Todd from the Staff Senate.
5. Items from the floor.
 - There was a discussion regarding the proposal for a tobacco free campus environment. A major issue of concern is that of enforcement; how does Dr. Todd feel about that and what plans are being made? Boyd indicated that there had already been discussions about it in staff meetings and that the enforcement issue applies more to visitors than employees. On November 9 all hospitals in Lexington will implement a smoke-free policy, and there was a discussion about the details. Goins is the Staff Senate representative on the Tobacco Free Campus committee and will keep the PAC and Senate updated.
 - There was a discussion about plans to fit the second bed tower being built.
 - There was a follow-up discussion regarding HR support and counseling to employees who were being laid off. Frank Butler indicated that employees were counseled and given advice on applying for other jobs in the university.
 - Flanagan inquired about the health of Staff BOT representative Russ Williams. Boyd said that communication received indicated that he would be returning to work the following week on a half-day schedule.
6. The next meeting will be scheduled sometime in July after the new committee assignments are made and a new chair elected.

There being no further business, the meeting was adjourned at 3:40 pm.

Submitted by:

Rebecca Flanagan
Secretary