



WKU STAFF SENATE

Monthly Meeting Minutes – March 6, 2024 (10:00 AM) Senate Chambers, DSU 2081

Call to Order: 10am CST

Roll Call: 16 Senators in attendance; in person and via Zoom

Approval of the Agenda Approved by unanimous approval by Staff Senators

Approval of Prior Monthly Meeting Minutes Approved by unanimous approval by Staff Senators

Christopher Ware Staff Star Awards

Eiln Chadwick, Academic Advisor, Elizabethtown
Daniel Peach, Library Facilities Coordinator
Sherri Taylor, Payroll Coordinator

Guest Speaker: Jennifer Breiwa Smith

Jennifer Breiwa Smith, the Executive Director of Government and External Relations for WKU, gave a State Budget update and information on other legislation that WKU is watching.

The State Budget, House Bill 6, has passed the house and is in the Senate.

Budget highlights include:

- A 3% increase to our base appropriation in the first year of the biennium.
- Increased funding in the performance spending pool.
- Another round of Asset Preservation, no match is required.

Please view her full update: <https://www.youtube.com/watch?v=zY50fuF9kRU>

Officer, Committee, and Staff Regent Reports

- **Staff Regent – David Brinkley**

The Board of Regents had a Quarterly Meeting March 1st.

ACADEMIC AFFAIRS: There were several carryover items from the committee meeting. Items included distinguished professor recommendations. There were block approvals of action items for action items that there was no discussion to speed up the process.

Action Items:

AA-1 Approval of Academic Program Suspension Adult Education Graduate Certificate

AA-2 Approval of Academic Program Suspension Corporate and Organizational Communication

AA-3 Approval of Bachelor of Science in Neuroscience

AA-4 Approval of Bachelor of Science in Data Science

AA-5 Approval of Graduate Certificate in Marketing and Sales

AA-6 Approval of Undergraduate Certificate in Economic Data Analytics

AA-7 Approval of Graduate Certificate in Trauma and Resilience

AA-8 Approval of Undergraduate Certificate in Food Service Design

AA-9 Approval of sabbatical recommendation(s)

*AA-10 Approval of University Distinguished Professor recommendations

*This item was not presented at the Academic Affairs committee meeting on January 19, 2024.

Information Item:

- Faculty Presentation by Dr. Gordon Emslie - Dr. Emslie presented about the upcoming eclipse and a related app that will be released soon: Sun Sketcher

FINANCE AND BUDGET: Having no new presentations of data we approved three items. One I abstained my vote because it concerned our area. It was an Auditor's report for Public Media. There was a new Action item for Athletics. It was presented to the Board and approved with no discussion.

Action Item:

FB-1 Approval of 2023-2024 statement of revenue & expenditures

FB-2 Approval of personnel actions

FB-3 Acceptance of auditor's reports and financial statements, WKYU-TV and WKYU-FM Radio for the year ended June 30, 2023

*FB-4 Acceptance of accountant's report on application of agreed upon procedures, NCAA compliance report for year ended June 30, 2023

*This item was not presented at the Finance and Budget committee meeting on January 19, 2024.

STUDENT AFFAIRS: No Action Items. Andrew Head from the Center for Financial Success gave a presentation similar to the one he gave Staff Senate. A growing area where students can gain tools by working with them.

Information Item:

- Student Presentation by Center for Financial Success
- Enrollment and retention update

EXECUTIVE: One executive item was approved of the terrace in Gary Ransdell Hall named the Tate Page Terrace.

Action Item:

*EX-1 Approval of honorific naming of terrace in Gary Ransdell Hall [pp 1-2]

*This item was not presented at the Executive committee meeting on January 19, 2024.

Information Item:

- Legislative Update (Jennifer Breiwa Smith)

EXECUTIVE / CLOSED SESSION

As provided in KRS 61.810(1)(c) for discussion of proposed or pending litigation against or on behalf of the University.

Next Committee Meeting is April 12th

- **Communications – Tanya Vincent**

No updates but there was an email sent to Staff Senate regarding the IRS rules 52/50 rule regarding taking graduate courses asking if it was a university rule. It is a federal government IRS rule.

- **Treasurer – Andria Henry**

AS OF 03/05/2024, FY24:

E&G Index – 100600

- Starting Balance = \$3,668.00
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$3,668.00

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$2,016.77
- Additions = \$18.35
- Disbursements = \$0.00
- Ending Balance = \$2,035.12

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,679.84
- Additions = \$10.00
- Disbursements = \$0.00
- Ending Balance = \$1,689.84

- **Technology – Anthony Gilbert**-No Report
- **Secretary – Morgan Moran**-No Report
- **Vice-Chair – Gina Stoll**- The workforce committee reviews the annual performance development policy. That policy has since been adjusted and approved by the cabinet. HR is working on providing that on the website.

- **Chair – Jordan Basham**

- Senator Henry, Staff Regent Elect Hammonds, and I got to attend the ITS Staff Forum. There was some good conversation there and a lot of feedback from the staff members that attended, as well as praise for ITS.
- BEC met again. We are still working on the process and procedures for upcoming. The BEC makes recommendations regarding the salary pool. Please share any feedback and we will pass it along.
- Presidents Meeting was canceled.
- Staff Regent Election: Thank you to ITS for their support, the election committee, and everyone who ran and voted.
- Staff Senate Elections: The nominations are in for the Staff Senate Elections. The way things lay out we have enough seats open seats that every candidate who runs will win a seat. Some may have a two-year seat and some will be a one-year seat. The election is March 13th.

Nominations

Nominees:

Full Time Executive/Admin/Professional (2-year term)

Deanna Jenkins
Jordan Ray
Kent Johnson
Leslie Vanderpool
Steva Kaufkins

FT Sec/Clerical (2-year term)

Andria Henry
Morgan Moran
Rhonda Jones
Sherri Taylor
Tishiba Roberson

FT Tech/Skilled/Maintenance (2-year term)

Jim Hopwood
Chris Bartley
Billy Finn

Old Business-None

New Business

- Chair Basham made a motion to approve spending \$1000 to purchase red towels for staff members and awards. Seconded by Senator Henry and approved by unanimous consent.
- Chair Basham made a motion to spend \$200 to buy award frames. Seconded by Senator Henry and approved by unanimous consent.

- Senator Vincent has an idea to help staff engagement by doing an Employee Information Fair. Staff can come to learn about great departments and areas on campus. Chair Basham is going to bring it to the Executive Committee to flesh out an idea to bring to the Senate.
- Staff Regent Brinkley shared that Staff Regent Elect Hammonds has begun to immerse herself in the Regent Role.
- Regent Brinkley has received information regarding the 1% salary pool for his area. He received a comp-ratio report for his E&G staff. This can be used as a tool to help decide how to use the pool. Decisions should be made by March 15th and go into effect in April.

Public Comment

- Herb Hess asked if there were any updates regarding the proposals for Health Insurance. Senator Vincent reported that we are saving money by being self-insured.

Announcements & Notable Events:

- Staff Senate Election March 13th, 2024
- Next Staff Senate Meeting: 10 am April 10th, 2024