



WKU STAFF SENATE

Monthly Meeting – June 5, 2024 (10:00 AM) Senate Chambers, DSU 2081

View Full Meeting: <https://www.youtube.com/watch?v=JgrFpeFAais>

Call to Order: 10:02am CST

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

Approval of the Agenda & Prior Monthly Meeting Minutes: Both approved by unanimous consent

Christopher Ware Staff Star Awards

April McCauley, Academic Program Specialist

Laura Smith, Associate Director of Philanthropy and Alumni Engagement

Jesse Wilcut, Information Technology Consultant

Information Item #1: New Title IX Regulations and Training – Ena Demir

Ena Demir, Executive Director of the Office of Institutional Equity and the Title IX Coordinator, shared information about the New Title IX regulations that were released in April and will go into effect in August. The new regulations require mandatory training for each employee. This training will be held in August both online and in person. Emails will be coming soon.

Information Item #2: FLSA Update

FLSA Update: Michaela Daniel with Human Resources spoke about the Department of Labor's final ruling regarding the Fair Labor Standards Act. This act establishes overtime exemptions based on duties, salaries, etc. The minimum salary threshold starting July 1st will be changing to \$43,888. HR will be communicating with affected employees next week. Currently exempt employees that earn a salary below \$43,888 will be reclassified as non-exempt employees. Those employees will now be eligible for overtime and will be transitioned to a semi-monthly payroll and be required to keep a timesheet. Training for affected employees will be on Wednesday 6/26 at 10am on Zoom. Training for supervisors of affected employees will be on Thursday 6/27 at 10am on Zoom. Training will be uploaded to the HR website at wku.edu/hr. Approximately less than 146 employees will be affected by the change.

Pay Administration Guidelines: Now available on the HR website.

Includes:

- Managing salaries with a pay band.
- Job Changes and Corresponding Compensation
- Regulatory Information
- Employment Classifications
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New Hire Orientation: Coming Soon!

The orientation will cover important information that new University staff need to know.

Including:

- Welcome Message and general overview of WKU
- Benefits and Retirement
- Time Keeping, Pay frequency, etc.
- Resources, How to stay connected, Q&A.

The training will be offered twice a month.

Officer, Committee, and Staff Regent Reports

- **Staff Regent – David Brinkley**-No Report
- **Communications – Tanya Vincent**-No Report
- **Treasurer – Andria Henry**

Treasurer's Report

June 2024

AS OF 06/04/2024, FY24:

E&G Index – 100600

- Starting Balance = \$3,668.00
- Additions = \$0.00
- Disbursements = \$1,903.86
- Ending Balance = \$1,764.86

WKUF Account (Staff Senate Excellence Fund) – 1108600

- Starting Balance = \$2,071.82
- Additions = \$18.35
- Disbursements = \$0.00
- Ending Balance = \$2,071.82

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,709.84
- Additions = \$10.00
- Disbursements = \$0.00
- Ending Balance = \$1,719.84

- **Technology – Anthony Gilbert**-No Report
- **Secretary – Morgan Moran**

The Parking and Transportation Advisory Committee met on April 21th.

The main information item from that meeting was that, due to a \$300,000 reallocation of the PTS budget, a decision was made at the administrative level to raise parking permit fees 10% for FY 2025. There have been no increases since 2019 (6 years).

- **Vice-Chair – Gina Stoll**

The Workforce committee will be meeting with HR to participate in a trial run of the New Hire Orientation.

- **Chair – Jordan Basham**

- BEC has their final information meeting yesterday for the budget that will be presented this Friday to the university. I encourage everyone to watch the Board of Regents on Friday and have conversations with leadership in your area about changes.

- Today we will have a workshop and elect new officers for FY 2025.

Old Business-None

New Business

Chair Basham made a motion to approve \$500.00 for lunch today. Seconded by senator Henry and passed unanimously.

Public Comment-None

Announcements & Notable Events:

- FY25 Staff Senate Workshop - Today
- Next Staff Senate Meeting: 10 am July 10th
- Note: President Caboni will attend our Sept. 3rd meeting

