



STAFF SENATE

January 5th, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:02 am, by the Chair Jordan Basham

Roll Taken: 16 Senators in attendance

December Minutes Approved with edits, motion made by Senator Brian Campbell and second by Senator Ryanne Gregory. Senator Rachel Cato will contact the secretary Julia Johnson to have changes made.

Approval of the January Staff Senate Agenda: motion to approved January agenda by Senator Brian Campbell, second by Senator Sheryl Hagan-Booth. Voted and approved.

Guest Speakers: None

Officers and Staff Regent Reports

Staff Regent Report : Staff Regent Brinkley attended the Board of Regents meeting on December 10th, 2021. All items of the agenda for that meeting were approved. The next Board of Regents Committee meeting will be held on January 21, 2022. Once the agenda is set, Regent Brinkley encouraged everyone to review the agenda and if there are any questions to contact him. As of now, there are no plans to reschedule the December Graduation that was cancelled because of the tornado's on Friday December 10, 2021 and Saturday December 11, 2021. Those graduating will participate in Spring graduation ceremonies. WKU Board of Regents will attend a reception in Frankfort on February 22, 2022.

Regent David Brinkley contact information, email david.brinkley@wku.edu or email anonymously at wkustaffregent@gmail.com .

Chair Report: Chair Basham reported that there was no meeting with President in the month of December due to the Holiday Break. Next meeting will be January 19, 2022. Staff Senate Executive team next meeting will be on January 13, 2022.

Vice-Chair: None

Secretary: None

Treasurer: Senator Senator Emilee England gave the Treasurer report as listed below. Senator England also gave a review and refresher about the roles and responsibilities of the Treasurer as noted in Article III in the Staff Senate By-Laws. Link to Staff Senate Constitution <https://www.wku.edu/staffsenate/documents/staff-senate-constitution.pdf>

AS OF 12/31/2021, FY22:

E&G Index – 100600

- Starting Balance = \$3,090.97
- Additions = \$0.00
- Disbursements = \$0.00 (Approved \$25.00 expense for minutes training)
- Ending Balance = \$3,090.97

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,227.55
- Additions = \$230.85
- Disbursements = \$0.00
- Ending Balance = \$1,458.40

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$0.00
- Disbursements = \$0.00 [have authorized two Fall 2021 Book Scholarships]
- Ending Balance = \$1,491.20

Parliamentarian Report : None

Communications Officer: Senator Rachel Cato, stated the Communication and Technology Committee met on January 3rd, 2021 to discuss how to handle and streamline anonymous email account. Senator Cato suggested that an Ad-Hoc committee be formed to organize and respond to the anonymous email account.

Motion was made by Senator Cato for the Communications and Technology Committee, that the Senate form the Ad-Hoc committee. The motion was up for debate and support. Senator Jennifer Wilson was supportive of the Ad-Hoc committee. Motion was voted on and passed.

Chair Basham shared that he will appoint members to that Ad-Hoc committee.

Technology Officer: Senator Anthony Gilbert, mentioned that they will be updating the description of the “contact us” page with Staff Senate and clarify the communication process. Expect to see those updates to the webpage soon.

Committee Reports:

Workforce Committee: Senator Tanya Vincent, Project Mentorship needs mentees for new employees. If you are interested, email Senator Tanya Vincent at tayna.vincent@wku.edu or visit: <https://www.wku.edu/staffsenate/mentoring.php>.

Budget & Finance: BEC did not meet in December due to the Holiday Break. The BEC (Budget Executive Committee), OAC (Operations Allocations Committee) and CAC (Capital Allocations Committee), will resume meeting in January. More information to come at the next Staff Senate Meeting once committee have met.

Communication & Technology Report: Form and Ad-Hoc committee to streamline the anonymous email and update the contact up with better description.

University Committee: DEI Ad- Hoc Committee was scheduled to meet on December 13, 2021 however that meeting was canceled and will be rescheduled on either Jan 10th or 11th, 2022. More details from that meeting will be discussed at the next Staff Senate Meeting.

Old Business: None

New Business: Senator Rachel Cato asked if the Staff Senate could have a moment of silence for the tornado victims and their families. A motion was made by Senator Cato, second by Senator Ryanne Gregory. Voted, all approved and a moment of silence was taken.

Public Comment:

Herbert S. Hess (Area Supervisor III - Facilities Management), spoke on behalf of Facilities Management with regard to questions about staff leaving, positions not being rehired and no compensation to others who that have taken on more responsibilities with vacant staff positions.

Compensation increases have been requested for his team; however, no action has been taken. He was told that if a new person was hired, their starting compensation would be higher than a staff member currently in those same positions.

Research was performed, documentation gathered and meetings scheduled with appropriate administrative parties, but no resolution has been reached or questions answered. Herbert has even reached out to Staff Regent David Brinkley for his advice.

Staff Regent David Brinkley assured Herbert and the Facilities Management staff members who were in attendance that he would take their concerns to the President Caboni at their next meeting. Regent Brinkley also stated that he had a meeting next week with EVP (Executive Vice President) Susan Howarth next week and would share the concerns. Research documentation was provided to Staff Regent Brinkley for his upcoming meeting.

Executive Vice President Susan Howarth was on the call and will be discussing those matters with Andrea Sherrill, Interim HR Director at their next meeting. EVP Susan Howarth will contact Brian Russell, Chief Facilities Officer to discuss matters as well.

Christopher Ware Star Staff Award was given to:

Allison Sirey, Library Public & Technical Service
Regina Allen, Sponsored Programs

Announcements:

Next meeting: February 2, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Motion to adjourn made by Senator Emilee England, and second by Senator Brian Campbell.

Meeting adjourn at 10:41 am.

Link to meeting on YouTube: <https://www.youtube.com/watch?v=F2x6F35w7hM>



STAFF SENATE

February 2, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:00 am, by the Chair Jordan Basham

Roll Take: 19 Senators in attendance

Guest Speakers: none

Officers and Staff Regent Reports

Staff Regent Report : Board of Regents committee met on January 21, 2022. Regent Brinkley shared that all action items on the agenda were approved. Budget item were mentioned, information given about tuition updates and recent audit actions that occurred. The next Board of Regents Meeting will be held on March 4th, 2022. Regent David Brinkley contact information, email david.brinkley@wku.edu or email anonymously at wkustaffregent@gmail.com .

Chair Report: No meeting with the president due to the president having Covid. The Chair was asked to appoint senators to the following search committee; Assistant Vice President of Enrollment Management and Assistant Vice President of Information Technology Services. Senator Rynne Gregory will serve on the Assistant Vice President of Enrollment Management search committee and Senator Anthony Gilbert will serve on the Assistant Vice President of Information Technology Services search committee.

Vice-Chair: None

Secretary: None

Treasurer:

AS OF 1/31/2022, FY22:

E&G Index – 100600

- Starting Balance = \$3,090.97
- Additions = \$0.00
- Disbursements = \$0.00 [Approved \$25.00 expense for minutes training]
- Ending Balance = \$3,090.97

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,458.40
- Additions = \$30.85
- Disbursements = \$25.38 (candy for Staff Star Award recipients)
- Ending Balance = \$1,463.87

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$0.00
- Disbursements = \$0.00 [have authorized two Fall 2021 Book Scholarships]
- Ending Balance = \$1,491.20

Parliamentarian Report : None

Communication Officer: None

Technology Officer: None

Committee Reports:

Workforce Committee: Senator Tanya Vincent asked for a discussion about an email regarding time off. This was discussed in new business.

Budget & Finance: Chair Basham reported that the committee will begin meeting regularly on Thursday starting February 10th, 2022

Communication & Technology Report: None

University Committee: Senator Jarrod Smith mentioned that the DEI Ad-Hoc had their first meeting on January 19th and discussed ideas and groundwork for the committee. They would like to work with HR to provide more exposure for resources for staff with DEI. They are going to review the results from the staff satisfaction survey and use that going forward.

Old Business: None

New Business: A motion from the floor to discuss PTO as a discussion during our Staff Senate Meeting. A motion to suspend the rules to have open discussion was made by Chair Basham and seconded by Senator Rachel Cato. Voted and approved. General discussion about PTO time and having additional paid days was discussed by Staff Senate, guests and public comments. Suggestions and clarification were given. This matter will be taken back to the Work Force Committee to draft a proposal. A motion to resume rules was made by Chair Basham and second was made, votes taken and approved to resume rules.

Public Comments:

Jim Hopwood of WKU Facilities Management spoke and expressed his support of Staff Senate with regards to items discussed at the January Staff Senate meeting.

January Minutes -Approved

Christopher Ware Staff Star Award was given to:

Aurelia Spaulding, Communications and Marketing

Melissa Allen, Educational Enhancement Programs

Vickye Heater, Payroll

Announcements:

Next meeting: March 3, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Motion to adjourn made by Chair Basham

Meeting adjourn at 11:09 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=BQEywFNsb6E>



STAFF SENATE

March 3, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:00 am, by the Chair Jordan Basham

Roll Taken: 19 Senators in attendance

March Meeting Agenda- Approved by unanimous approval

Guest Speakers: none

Officers and Staff Regent Reports

Staff Regent Report : Board Reception on 03/03/2022 at the Chair's House.

Board First Quarterly Meeting Friday morning at 9:00am

This meeting will serve as the full board approval meeting for committee work previously presented on January 21st.

There are a few ACTION items not presented on 1/21:

Honorary Degree Recommendations

Two Athletic Employment contracts

Approval of philanthropic naming of the Alumni Center

Please go to the Board of Regents site and look at the agenda. If you have any questions prior (or following) the meeting, Regent Brinkley is happy to answer them OR find an answer for you.

Regent Brinkley met on Monday with the outgoing Internal Auditor, Jessie Napier, along with the Faculty Regent, Dr. Shane Spiller. They discussed potential areas of focus and the need to quickly rehire this position.

Dr. Spiller and Regent Brinkley are also currently monitoring the intent and execution around the potential for a salary adjustment in the coming fiscal years.

The budgeting process continues and Regent Brinkley wants to encourage each of you to solicit information and contribute when possible to this process.

Also, please encourage others to complete the staff survey. Regent Brinkley stated that it is material that I personally encourage the Board to review.

Chair Report: Been very busy short month attending the BEC (Budget Executive Committee) meeting and it has been very beneficial to have the extra seat on the BEC. Chair Basham has been encouraged by all the Dean's that have presented at the BEC and they are very aware of their budgets. BEC is having serious conversation around and about compensation. Staff Excellence committee meeting was also attended.

Vice-Chair: Reminder about the Staff Mentorship Program and if you are interested in participating to contact Tanya Vincent at tanya@vincent@wku.edu . Senator Jennifer Wilson asked for more a reminder of the program and Senator Vincent explained the program.

Secretary: None

Treasurer: AS OF 2/28/2022, FY22:

E&G Index – 100600

- Starting Balance = \$3,090.97
- Additions = \$0.00
- Disbursements = \$65.99 [\$25.00 for minutes training & \$40.99 for picture frames]
- Ending Balance = \$3,024.98

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,463.87
- Additions = \$61.70
- Disbursements = \$0.00
- Ending Balance = \$1,525.57

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,491.20

Parliamentarian Report : None

Communication Officer: None

Technology Officer: None

Committee Reports:

Workforce Committee:

Budget & Finance:

Employee Benefits Committee:

- Met 2/17/2022 – committee will begin CY2023 health plan recommendations process at next meeting. March and April will be focused on collecting data, working with Segal.
- Next meeting 3/17/2022.

Communication & Technology Report: None

University Committee: None

Old Business: None

New Business: None

Public Comments:

Senator Brian Campbell announced that an open forum for the AVP Enrollment Management would be coming and please try to attend.

Reminder about completing Staff Survey.

April Staff Senate meeting will be April 13th, 2022. The date was moved to accommodate with school systems spring break schedule and senators schedule.

February Minutes -Approved by unanimous approval

Christopher Ware Staff Star Award was given to:

Catie Weaver, CITL
Candice Douglas, Preston
Heather Thomas, ACDC

Announcements:

Next meeting: April 13, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Motion to adjourn made by

Meeting adjourn at 10:35 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=kyWPZIenLbM>



STAFF SENATE

April 13, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:04 am, by the Chair Jordan Basham

Roll Taken: 18 Senators in attendance

April Agenda: Approved unanimous

February 2022 Corrections Minutes: Change made to the job search committee that Ryanne Gregory, was listed as Approved unanimous

Christopher Ware Staff Star Award was given to:

- Barbara Chaffin- Graduate School
 - Jessica Dorris- Registers Office
 - Monica Duvall- Gordon Ford Business College
-

Guest Speakers and Special Presentation:

WKU HR-Andrea Sherrill and Mindy Hutchins

Segal Representative- Katie Manning

A presentation was given on the compensation study on how it was conducted and phases of implantation the studies findings in place at WKU. For a detailed report please visit

<https://www.wku.edu/hr/compensation/compensationstudy/home.php>

Officers and Staff Regent Reports

Staff Regent Report : Submitted by email from Staff Regent David Brinkley

Upcoming on Friday (4/15) are the quarterly BOR Committee meetings.

Academic Affairs has two action items

Finance and Budget has two action items

Executive has one action item and one informational item

Student affairs has two information items

The faculty regent and I met with the EVP and her staff yesterday to discuss the third quarter budget vs actual report. We both feel that there are explanations for any significant variances noted.

Please let me know if you have any questions. These meetings have nothing to do with the Fiscal 2023 budget. My first informational meeting on that is April 28th.

Regent David Brinkley contact information, email david.brinkley@wku.edu or email anonymously at wkustaffregent@gmail.com .

Communication Officer: Senator Rachel Cato mentioned the Book Scholarship Program, to apply or make donation to the scholarship program, visit:

<https://www.wku.edu/staffsenate/scholarship.php>

Treasurer:

AS OF 3/31/2022, FY22:

E&G Index – 100600

- Starting Balance = \$3,024.98
- Additions = \$0.00
- Disbursements = \$98.12 [\$73.52 for Aramark-food passes & \$24.60 for Amazon-picture frames]
- Ending Balance = \$2,926.86

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,525.57
- Additions = \$30.85
- Disbursements = \$0.00
- Ending Balance = \$1,556.42

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$14.60
- Disbursements = \$0.00
- Ending Balance = \$1,505.80

Technology Officer: None

Parliamentarian Report :

Secretary: None

Vice-Chair: None

Ad-Hoc Committee Report : None

Chair Report: Report Emailed from Chair Jordan Basham;

The last month and change, was packed with committee meetings, presentations, conversations, and a few more meetings. Still a very productive 6-weeks.

Two opportunities in the month that were the most rewarding for me were the chance to celebrate the 2021-2022 Staff Leadership Institute cohort and their completion of the program at a ceremony on 3/30. Again, congratulations to:

Devin Bell, CEBS

Autumn Coleman, Student Financial Assistance

Elizabeth Gafford, Supply Chain Management

Aarika Gunn, Philanthropy and Alumni Engagement

Lindsey Jones, ITS Service Desk

Stephanie Prichard, WKU Glasgow

Emilee Renfrow, ITS Service Desk

Allison Salmon, WKU Libraries

Abbygail Schroader, Academic Advising and Career Center

Julie Scott, Physics & Astronomy

Kyler Shaw, ITS Service Desk

Nicola Sparks, Gordon Ford College of Business

And thank you to WKU Human Resources for being such great partners in sponsoring the program, and to the Continuing & Professional Development Office staff and April McCauley for efforts in coordinating the program.

Note: The Staff Leadership Institute seeks to enhance job performance and personal development skills by challenging the spirit of each participant. This 8-month program is open to any staff member of WKU. The SLI is sponsored by the WKU Staff Senate and WKU Human Resources and coordinated by the Continuing & Professional Development office.

<https://www.wku.edu/cpd/sli/>

The other was serving on the selection committee for the Staff Excellence Awards. While no easy task narrowing down the nominees to one recipient in each category, reading through narratives of staff who repeatedly go above and beyond the call of service, amplifying the WKU Spirit, making a real impact in the areas they serve.

Customer Service Award Robin Lovell, Psychology

Teamwork Award Dana Divine, WKU Public Media

Student Support Award Lamario Moore, Intercultural Student Engagement Center

Inclusion Award Laura Smith, Alumni Engagement

Unsung Hero Award Jessica Steenberg, Academic Affairs & Provost's Office

WKU Affiliate Award Sherry Kuehlthau, Sodexo

RAMP Budget Executive Committee Meetings – We wrapped up committee work for the semester with the last meeting this past week. Primary focus of the last meeting was a presentation on the Compensation Study.

A question was raised, I think during our early March Executive Committee Meeting, about what planning was going on related to staffing offices during commencement and the recognition ceremonies. A detailed answer was released on Monday, in an email by President Caboni. “...if you don’t plan to attend Commencement on Thursday, May 5, I encourage you to conclude your workday early and leave campus at 3:30pm. On Friday, May 6, I ask that all supervisors implement flexible working arrangements to the extent possible that will allow offices to remain open supported by minimal staff on campus, with the majority of staff working remotely.”

Committee Reports:

Workforce Committee: None

Budget & Finance: None

Communication & Technology Report: None

University Committee: None

Old Business: None

New Business: None

Public Comments: None

Announcements:

- Staff Senate Elections
 - Nominations Open: April 22nd
 - Deadline for Nominations: May 6th at 4:30pm
 - Election Day: May 19th via TopNet
- Next Staff Senate Executive Committee Meeting – April 27th at 2pm via Zoom

Next meeting: May 4th, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Meeting adjourn at 11:29 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=Ag7Ky-dT4C4>



STAFF SENATE

May 4th, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:00 am, by the Chair Jordan Basham

Roll Taken: 17 Senators in attendance

May Agenda: Approved unanimous

Christopher Ware Staff Star Award was given to:

- Dr. Joey Case, Athletics
-

Guest Speakers and Special Presentation: None

Officers and Staff Regent Reports

Staff Regent Report : Submitted by email from Staff Regent David Brinkley

There is a regular Board of Regents meeting on Thursday (5/5) to have final approval (vote) on the following items:

ACADEMIC AFFAIRS

Action Items:

AA-1 Approval of Supply Chain Management Graduate Certificate

AA-2 Approval of Emeritus Appointments

FINANCE AND BUDGET

Action Items:

FB-1 Approval of Personnel Actions

FB-2 Approval of Budget vs. Actual Report

EXECUTIVE COMMITTEE

Action Items:

EX-1 Approval of construction of new facilities for the WKU Athletics softball and soccer programs

EX-2 Approval of Provost Emeritus for Dr. Cheryl Stevens

*EX-3 Approval of Philanthropic Naming Request for Robert "RB" and Bobbye Belwood Brown Turf at ROTC Physical Training Field

**this item was not previously presented in committee meetings*

There will be informational items presented as follows:

- Compensation Study (Ms. Susan Howarth)
- FY23 Budget development update (Ms. Susan Howarth)
- Presentation by the Engineering students on the Concrete Canoe Team

Finally, there will be a closed session to discuss proposed or pending litigation.

There will be a special budget approval meeting and committee meetings on June 10, 2022.

Regent David Brinkley contact information, email david.brinkley@wku.edu or email anonymously at wkustaffregent@gmail.com.

Communication Officer: Senator Rachel Cato reminded staff member about running for Staff Senate and the importance of being a member.

Treasurer:

AS OF 3/31/2022, FY22:

E&G Index – 100600

- Starting Balance = \$3,024.98
- Additions = \$0.00
- Disbursements = \$98.12 [\$73.52 for Aramark-food passes & \$24.60 for Amazon-picture frames]
- Ending Balance = \$2,926.86

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,525.57
- Additions = \$30.85
- Disbursements = \$0.00
- Ending Balance = \$1,556.42

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,491.20
- Additions = \$14.60
- Disbursements = \$0.00
- Ending Balance = \$1,505.80

Technology Officer: None

Parliamentarian Report :

Secretary: None

Vice-Chair: Staff Mentors needed.

Ad-Hoc Committee Report : None

Chair Report: Report from Chair Jordan Basham;

Engaged in several conversations with Staff members across campus related to the rollout of Phase 1 of the Compensation Initiative.

Meeting with President Caboni, topics included Comp. Initiative and added days off in Fall Break and Spring Break.

Reminder about committees creating accomplishment documents to share at June meeting.

Committee Reports:

Workforce Committee: None

Budget & Finance: None

Communication & Technology Report: None

University Committee: None

Old Business: None

New Business: None

Public Comments: None

Announcements:

Next meeting: May 6th, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Meeting adjourn at 10:18 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=cA1TnQhMmNE>



STAFF SENATE

Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:01 am, by the Chair Jordan Basham

Roll Taken: 15 Senators in attendance

June 1, 2022 Agenda: Approved:

May 2022 Minutes: Approved with updates to the Workforce Committee report

Guest Speakers: None

Christopher Ware Staff Star Award was given to:

Tonya Archey, Military Student Services

Emily Wallace, Sponsored Programs

Officers and Staff Regent Reports

Staff Regent Report : Provided by Regent Brinkley There was a quarterly Board of Regents meeting on Thursday (5/5). Final approval was given on the following items:

ACADEMIC AFFAIRS *{APPROVED}*

Action Items:

AA-1 Approval of Supply Chain Management Graduate

Certificate AA-2 Approval of Emeritus Appointments

FINANCE AND BUDGET *{APPROVED}*

Action Items:

FB-1 Approval of Personnel Actions

FB-2 Approval of Budget vs. Actual Report

EXECUTIVE COMMITTEE *{APPROVED}*

Action Items:

EX-1 Approval of construction of new facilities for the WKU Athletics softball and soccer programs
EX-2 Approval of Provost Emeritus for Dr. Cheryl Stevens

*EX-3 Approval of Philanthropic Naming Request for Robert "RB" and Bobbye Belwood Brown Turf at ROTC Physical Training Field

**this item was not previously presented in committee meetings*

There will be a special budget approval meeting and committee meetings on June 10, 2022.

The attached are following are pages are from the Board of Regents notes related to budget presentations. I am available for any questions.

Communication Officer: No report

Treasurer: No report

Technology Officer: No report

Parliamentarian Report : No report

Secretary: None

Vice-Chair: No report

Ad-Hoc Committee Report : Senator Jarod Smith reported: ad hoc committee for last month on the creation of a staff orientation. Tomorrow we'll be meeting with members of the ESE DEI subgroup, which is the staff arm of President's DEI Workgroup representing different areas of campus. DEI (Diversity, Equity and Inclusion) work group began to develop a vision for that first initiative. Following that meeting we had plans to meet with Dr. Monica Burke is a DEI Faculty Fellow for WKU. She developed CITL's training program for a Cultural Competency Certificate for faculty that faculty participated in last year and we're looking forward to working with her it's our ultimate hope to submit that submit a staff training program consideration as part of the top life wellness program. Thank you to senator Dr. Peggy Crowe and senator Sierra Waller for sitting so much of the groundwork to get us out I hope that next year senators.

Chair Report: As mentioned at our last Staff Senate Meeting wanted to present on the Staff Engagement survey, however they could not make the meeting. The fully report will be given

out at the Staff Senate Staff Retreat today. No meeting with President this month. Future meeting with the President are being scheduled to work around conflicts in his scheduled.

Committee Reports:

Workforce Committee: Year-end accomplishments

Year-end accomplishments

1. Reviewed the compensation study and provided initial comments and suggestions.
2. Met with the new Human Resources Specialist, Michaela Daniels to create a new relationship and discuss new initiatives. We look forward to working with her to create new trainings programs, supervisor trainings and other training need from Staff Senate. Also creating and providing professional development opportunities for staff members.
3. Project Mentorship paired 24 new employees with 22 volunteer employee mentors. We are working on continuing to grow the mentorship program. We want to make sure that new employees have access to the various resources and connections on campus. We still need new mentors so if you're interested in volunteering please submit your application on our senate website.
4. We had received several e-mails and suggestions about ways the University can provide additional compensation other than money. We worked as a committee provided information to the president that may have led to receiving additional time off during the fall and spring.

Budget & Finance: No report

Communication & Technology Report: Provide by Senator Rachel Cato

1. For social media, we reached over 100 followers on YouTube and we are working on creating a vanity link specific and personalized for Staff Senate. Since July 1, 2021 up until today, our Facebook page has reached 43,000 people and we received 37 new likes in the past year. On Facebook and Twitter, we created a social media campaign to highlight each Senator serving and the reasons why they wanted to join Staff Senate. This social media campaign will continue with our oncoming Senators.
2. We have also compiled links and information helpful for Staff onboarding. We are still in the process of activating this on our website.
3. Since the dedication of the Christopher Ware Staff Star Award to Christopher Ware in our February 2021 meeting, we have awarded 44 Staff Star awards to WKU Staff to date. We have updated all the Staff Stars on our website, which are available for viewing.
4. In partnership with Barnes & Noble, we were happy to extend the Fall 2021 Book Scholarships to Ryan Dearbone and Kerra Ogden. This scholarship provides \$100 to part time and full time staff for books and classroom supplies. In the spring of 2022, we were pleased to award two more book scholarships to Kirsten Hooks and Heidi Brandon. For the summer 2022 book scholarship, no applications were received. We are working with

Barnes & Noble to see if we can offer 4 scholarships in the fall to compensate for the 2 unused scholarships this summer.

5. We created a system for responding back to anonymous emails in a respectful manner.
6. We communicated regularly on the Staff-All emails for monthly meetings, elections, staff senate book scholarships, and more. Our Technology Officer, Senator Gilbert, coordinated virtual meetings for the entire year and coordinated a virtual forum last year.
7. Finally, we worked with the chair and vice chair to organize elections.

University Committee: No report

Old Business: None

New Business:

Motion was made by Senator Anthony Gilbert for blanket approval of current committee members to remain on University Committees and Search Committee. This will allow the work to continue that current staff senate members involved in. Second was made and motion passed.

Staff Senate has open seats and motion was made to have special election to fill those seats. Motion made by Senator Tanya Vincent, motion was seconded by Senator Cheryl Hagan Booth and approved. This election will be for open seats and at large seats.

Senator Brian Campbell made motion to approve spending money to pay for Staff Senate lunch for retreat. Motion was seconded by Senator Rayanne Gregory and approved.

Senator Mike Loftis made a motion made to purchase fresh food passes for the mentee program with money left over the E and G Account Motion was seconded by Senator Brian Campbell, and passed.

Senator Rachel Cato requested help from the senate to provide her a Staff Senate 101 to help with new senators with onboarding. Due Wednesday June 29th, 2022 before next meeting.

Public Comments: None

Announcements:

Next meeting: *July 6, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube
(Meeting was moved to July 13, 2022)

Meeting adjourn at 10:43 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=m8GLRtyt2ak&t=2148s>

Attached to meeting regarding BOR meeting.

*BEC- Budget Executive Committee

*OAC - Operating Allocation Committee

*CAC- Capital Allocation Committee



STAFF SENATE

July 13, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:00 am, by the Chair Brian Campbell

Roll Taken: 18 Senators in attendance

July 13, 2022 Agenda: Approved:

June 2022 Minutes: Approved

Guest Speakers: None

Christopher Ware Staff Star Award was given to:

Kirsten Hooks, HRL

James Turner, Procurement Services

Owen Posey, Admission

Officers and Staff Regent Reports

Staff Regent Report : None

Communication Officer: None

Treasurer: None

Technology Officer: None

Parliamentarian Report : None

Secretary: None

Vice-Chair: None

Ad-Hoc Committee Report : None

Chair Report: The two committee's BEC (Budget Executive Committee) and OAC (Operating Allocation Committee) will merge and become one committee. The name of the committee is not known at this time. Dates for upcoming meetings are August 8th, 30th; September 6th, 20th; October 4th, 18th; November 7th, 15th, 29th; December 6th and 13th, 2022. Chair Campbell and Vice Chair Jordan Basham will remain on the committee and Chair Campbell will appoint another representative from Staff Senate to be on the committee.

President Caboni will be meeting with Staff Senate on Tuesday, September 6, 2022 at 10:00 am. This meeting date was changed to accommodate the president's schedule. Chair Campbell is scheduled to meet with President Caboni on August 22, 2022.

Staff Survey information will be presented to Staff Senate at the August 3rd, 2022 meeting.

Committee Reports: Committee are still being formed. More information to come at our August 3rd, meeting.

Workforce Committee: none

Budget & Finance: none

University Committee: none

Old Business: None

New Business: None

Public Comments: None

Announcements:

Next meeting: August 3, 2022 at 10am in DSU SGA Room and WKU Staff Senate YouTube

Motion to adjourn made by Senator Jordan Basham, second by Senator Tanya Vincent.

Meeting adjourned at 10:21 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=7TGm63WwpuU>

*BEC- Budget Executive Committee

*OAC - Operating Allocation Committee

*CAC- Capital Allocation Committee



STAFF SENATE

August 3rd, 2022 Staff Senate Meeting

Hybrid Session

Meeting was called to order at 10:00 am, by the Chair Brian Campbell

Roll Taken: 20 Senators in attendance

August Agenda: Approved: Unanimous

July Minutes: Approved with addition of July Treasurer Report added

Guest Speakers:

Christopher Ware Staff Star Award was given to:

Jessica Basham, College of Ed & Behavioral Science

Angie Deaton, School of Kinesiology, Rec. & Sport

Pam Davidson, Procurement Services

Officers and Staff Regent Reports

Staff Regent Report :

June 10, 2022 – Special Called Budget Approval Meeting

June 29, 2022 – Special Called Dismissal for Cause Hearing pursuant to KRS 164.360 and 27th Edition of Faculty Handbook

Three new regents were sworn in. Dr. Melissa Dennison (appointed), Mr. Gary Broady (appointed), and Mr. Cole Bornefield (SGA elected).

Nine-hour meeting conducted as a hearing. Both sides presented witnesses as they saw fit. Board was not allowed to ask questions. However, witnesses were allowed to be questioned by attorneys for each side.

The BOR went into closed session as provided by KRS 61.810(1) for two hours. Upon returning to open session, the Board voted unanimously against the recommended action.

The Chair and Vice-Chair were not present for this meeting. Another Regent, George Nichols, left the meeting due to another engagement and did not vote. Eight Regents were present for the vote.

August 11, 2022 is the annual BOR Retreat. The following day, August 12, 2022 will be the first quarterly meeting of the current Fiscal Year. No agenda has been distributed.

The next committee meeting will be October 21, 2022.

I have requested to serve again on the Finance and Budget Committee.

Communication Officer: None Report

Treasurer:

AS OF 8/2/2022, FY23:

E&G Index – 100600

- Starting Balance = \$3,668.00
- Additions = \$0.00
- Disbursements = \$2,205.60 (Aramark)
- Ending Balance = \$1,462.40

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,556.42
- Additions = \$0.00
- Disbursements = \$106.63
- Ending Balance = \$1,480.64

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,505.80
- Additions = \$143.17
- Disbursements = \$0.00
- Ending Balance = \$1,648.97

Technology Officer: No Report

Secretary: No Report

Vice-Chair: Senator Jordan Basham went over the Staff Senate Survey. For more information about the survey, please visit: <https://www.wku.edu/staffsenate/survey.php> .

Chair Report: Chair Brian Campbell, mentioned that during Staff Senate Executive Team Meeting, Senator Jason Cansler was appointment to the committee that has combine the BEC and AOC. Senator Renee Purdy was appointment to Benefits Committee

Committee Reports:

Workforce Committee: Book Scholarship is available. Mentee/Mentor program needs volunteers. If you are interested contact Jordan Basham at jordan.basham@wku.edu.

Budget & Finance: No Report

Communication & Technology Report: No Report

University Committee: No Report

Old Business: None

New Business: Senator Tanya Vincent had staff members ask about the raise in Preston Center Memberships and no more payroll deductions. Some fee went from \$9.00 a month to flat fee of \$25.00. Notice was sent to current Preston members, but no notice was sent out to campus. Senator Lindsey Jones will reach out to Preston Advisory Committee and she if she can find out more information.

Public Comments:

Topperfest will be held on Friday, August 19th, 2022 on South Lawn starting at 5:30 PM, CST.

Announcements:

- Fall Book Scholarship is open until August 17th, 2022
- Next Staff Senate Executive Committee Meeting – August 9, 2022 at 10:00am via Zoom
- Next Staff Senate Meeting: September 6, 2022 at 10:00am DSU 2081. President Caboni will be our guest speaker.

Motion to adjourn made by

Meeting adjourn at 10:44 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=2Xv1zo2d5WE>

*BEC- Budget Executive Committee

*OAC - Operating Allocation Committee

*CAC- Capital Allocation Committee



WKU STAFF SENATE

Monthly Meeting Minutes – September 6, 2022 (10:00 AM) Senate Chambers, DSU 2081

Call to Order by Chair Brian Campbell at 10:00 AM, CST

Roll Call by Chair Campbell with 20 Senators in attendance

Approval of September Agenda by unanimous approval of Staff Senate Senators

Approval of August Monthly Meeting Minutes by unanimous approval of Staff Senate Senators

Christopher Ware Staff Star Awards

Julie Harris, Graduate Studies

Zach Marcum, Alumni Engagement

Tony Die, Global Learnings and International Affairs

Guest Speaker: President Caboni

Officer, Committee, and Staff Regent Reports

- **Staff Regent** – David Brinkley (emailed)

Report provided by Regent Brinkley; WKU BOR – Staff Regent Report

September 06, 2022

Attended:

08/11/2022 Board of Regents retreat

08/12/2022 First Board of Regents meeting for FY 2023

1. ACADEMIC AFFAIRS

Action Items:

*AA-1 Approval of Academic Program Suspensions

AA-2 Approval of Emeritus Appointments

2. FINANCE AND BUDGET

Action Items:

*FB-1 Approval of Personnel Actions [p 1 and attached reports]

3. EXECUTIVE COMMITTEE

Action Items:

EX-1 Approval of Addendum to Athletic Employment Contract – Athletic Director

EX-2 Approval of Addendum to Athletic Employment Contract – Head Coach,

EX-3 Approval of Philanthropic naming of Century Park for ROTC Physical Training

*EX-4 Approval of Athletic Employment Contract – Head Coach, Baseball

*EX-5 Approval of lease of Regent's Hall dining space [p 5 and attachment]

*Indicates an item was not presented at the meetings on June 10, 2022.

Future meeting dates:

September 19-20, 2022 – CPE Trusteeship Conference
October 21, 2022 – Committee Meetings
October 29, 2022 – Homecoming
December 8, 2022 – Fourth Quarterly Meeting
December 8, 2022 – Board of Regent dinner
December 9, 2022 – College Recognition Ceremonies

08/15/2022 WKU Convocation
08/30/2022 Soccer & Softball groundbreaking
08/31/2022 Dedication of *The Commons at WKU*

The next committee meeting will be October 21, 2022.

Senator David Brinkley has been appointed to serve again on the Finance and Budget Committee.

- **Communications** – Senator Tanya Vincent stated that the Communications and Technology committee is working on getting a list together for places in Bowling Green that offer discount to WKU staff members. Senator Vincent is on the University Benefit committee and there will not be a price increase this year with our benefits. Open enrollment will start October 17th - 28th 2022.

- **Treasurer** – Reneé Purdy (emailed)

AS OF 9/5/2022, FY23:
E&G Index – 100600

- Starting Balance = \$1,462.40
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,462.40

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,480.64
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,480.64

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,648.97
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,648.97

- **Technology** – Anthony Gilbert- No Report
- **Secretary** – Senator Julia Johnson will be out of town during the October meeting and will need someone to take minutes in her place.
- **Vice-Chair** – Senator Jordan Basham introduced M Daniels from HR and spoke about a pilot program for training for Supervisors, an email will be sent out to register. The training will start with current supervisor and building from there. Senator Basham reports that the Workforce Committee has been working on the following, training for supervisors,

deadline for staff leadership is Sept 6th, looking to policy with exit interviews and what happens to that information. Senator Jordan also mentioned that combined BEC committee has a scheduled meet on Sept 6th and will have more to report.

- **Chair** – Chair Brian Campbell reported that Erik Thomas will be on search committee for the Assistant Vice President of Student Engagement. Ad-Hoc Committee has been formed to review the Winter Weather communication.

Old Business- None

New Business- None

Public Comment- None

Announcements & Notable Events:

Senator Peggy Crowe announcement about the upcoming QPR training and how to register.

- Next Staff Senate Executive Committee Meeting – September 13, 2022 at 10:00am via Zoom
- Next Staff Senate Meeting: October 5, 2022 at 10:00am in DSU 2081
- Guest Speakers on the topic of Employee Benefits: Wade Pinkard, and Michaela Daniel
- Are you new to WKU and interested in having someone to call on when you need guidance? Or do you consider yourself a natural leader willing to help others succeed and grow? If you answered yes to one of those, then *Project Mentorship is for you*. Learn more and apply [here](#).
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- Be sure to subscribe to Staff Senate on YouTube: <https://www.youtube.com/channel/UCqZDDhp7VpHkN44N5HWsaBQ>.

Contact Us

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Meeting adjourn at 11:15 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=ekfU-JdLMcE>



WKU STAFF SENATE

Monthly Meeting Minutes – October 5, 2022 (10:00 AM) Senate Chambers, DSU 2081

Call to Order by Chair Brian Campbell at 10:00 AM, CST

Roll Call by Chair Campbell

Approval of October Agenda by unanimous approval of Staff Senate Senators

Approval of September Monthly Meeting Minutes by unanimous approval of Staff Senate Senators

Christopher Ware Staff Star Awards

Jennifer Anderson, Ogden College Deans Office

Wendy DeCroix, Ogden College Deans Office

Millie Glessner, Dental Hygiene Clinic

Guest Presenters

Wade Pinkard and Michaela Daniel from Human Resources presented information about WKU's Employee Benefits and Open Enrollment. Open enrollment for 2023 benefits will take place from October 17-28, 2022. Some of the major highlights include:

- Employee contributions (premiums) will not change for the fifth consecutive year
- In addition to WKU's \$677 per employee per month contribution, the institution is adding \$1.5M to the Health Plan using one-time funds from lapsed benefits
- Adding a Buy-Up Vision plan that includes enhanced lens benefits
- WKU-paid Basic Life Insurance benefit is increasing from \$35,000 to \$50,000 for all employees
- Saver 2,800 plan is changing to Saver 3,000 (federal regulation)
- Five additional paid holidays

To learn more about benefits please visit:

<https://www.wku.edu/hr/benefits/healthandwellness/index.php>.

Officer, Committee, and Staff Regent Reports

- **Staff Regent** – Not in attendance
- **Communications** –No report
- **Treasurer** – Reneé Purdy- AS OF 10/4/2022, FY23:

E&G Index – 100600

- Starting Balance = \$1,462.40

- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,462.40

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,480.64
- Additions = \$230.00
- Disbursements = \$0.00
- Ending Balance = \$1710.64

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,648.97
- Additions = \$0.00
- Disbursements = \$138.75
- Ending Balance = \$1,510.24

- **Technology** –No Report
- **Secretary** – No report
- **Vice-Chair** – Jordan Basham stated the workforce committee meeting did not meet this month. The Budget Executive Committee (BEC) met several times over the last month to discuss the upcoming budget and other items. The BEC has recommended that the 2% compensation pool that was approved by the board of regents would be a flat 2% distribution to employees. This excludes grant funded positions. There is a date qualification for the 2% is August 15, 2022 for E&G employees. The BEC has created an ad-hoc committee to have discussions on a one-time payment to employees that would not be directed to base salary. The conversations are still being had and if you have any comments or suggestions please reach out to the senate.
- **Chair** – Chair Brian Campbell reported that the BEC recommend a 2% across the board for all WKU employees effective January 1st. The University will contribute an additional one-time payment of 1.5 million dollars to the university benefits to help offset the rising costs of healthcare. There will be no increase in premiums for employees. Chair Campbell met with President Caboni, compensation continues to be a topic of discussion. Dr. Caboni is still dedicated to 2% in future budget years for employee compensation. There have been some comments and feedback on how the incident on top of the hill was handled regarding a potential explosive device being on campus. These comments were shared with public affairs in hopes for a more streamlined communication plan in times of emergencies.

Old Business- None

New Business- None

Public Comment- None

Announcements & Notable Events:

- Next Staff Senate Meeting: November 2, 2022 at 10:00am in DSU 2081
- Guest Speakers on the topic of Employee Benefits: Wade Pinkard, and Michaela Daniel
- Are you new to WKU and interested in having someone to call on when you need guidance? Or do you consider yourself a natural leader willing to help others succeed and grow? If you answered yes to one of those, then *Project Mentorship is for you*. Learn more and apply [here](#).
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Meeting adjourn at 11:15 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=ekfU-JdLMcE>



WKU STAFF SENATE

**Monthly Meeting Minutes – November 2, 2022 (10:00 AM) Senate Chambers,
DSU 2081**

Call to Order by Chair Brian Campbell at 10:00 AM, CST

Roll Call by Chair Campbell

Approval of November Agenda by unanimous approval of Staff Senate Senators

Approval of October Monthly Meeting Minutes by unanimous approval of Staff Senate Senators

Christopher Ware Staff Star Awards

Brittany Green, Purchasing

Laura King, Honors College

Kent Johnson, Military Student Services

Guest Presenters

Officer, Committee, and Staff Regent Reports

- **Staff Regent** – Academic Affairs
Committee approved five appointments

Finance and Budget

Approved Personnel Actions

Approved Budget vs Actual Report

Approved a line of credit with Truist Bank (third time on this action)

Student Affairs

no action items

(information item: presentation by Hilltopper Organization of Latin American Students)

Executive Committee

Approval of two Addendums to Athletic Employment Contracts (Men's and Women's Basketball) Performance based and Retention based

(information items: Conference USA - add of Kennesaw State (41,000 undergraduate students; WKU innovation campus, and a Haunted presentation by Dr. Tamela Smith)

Closed Session regarding pending or active litigation.

- **Communications** –Senator Tanya Vincent stated that the Communication Committee

meet on Monday, Oct 31st 2022, discuss various topics. The Book Scholarship applications is available on the Staff Senate website. We are also looking at changing the deadline to allow the award to give up to two weeks prior to the start of the semester. Book scholarship is good for up to one year and it's a \$50.00 scholarship that is also matched by Barnes and Nobel for a total of \$100.00. Staff can donate to the book scholarship fund by visiting <https://www.wku.edu/staffsenate/scholarship.php> .

- **Treasurer** – Reneé Purdy- AS OF 10/4/2022, FY23:

E&G Index – 100600

- Starting Balance = \$1,462.40
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,462.40

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,480.64
- Additions = \$230.00
- Disbursements = \$0.00
- Ending Balance = \$1710.64

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1,648.97
- Additions = \$0.00
- Disbursements = \$138.75
- Ending Balance = \$1,510.24

- **Technology** –No Report
- **Secretary** – No report
- **Vice-Chair** – Jordan Basham stated the BEC cancelled meeting to allow sub-committees to meet. On 11/1/22 sub-committee submitted a recommendation to the BEC for a onetime payment for Faculty and Staff. The BEC voted not to accept the recommendation. More discussion on this topic as there are scheduled BEC meeting in December, February and March for FY 23-24. Questions and discussion about the BEC discussion was had by various members of Staff Senate and that information can be heard online at the Staff Senate YouTube channel.
- **Chair** – Chair Brian Campbell reported that he met with President Caboni and discussed compensation and discussed an employee that had educational debt after graduating and could not access to the tuition benefit here. Wade Pinkard attend our last Staff Meeting minutes and his explanation of our benefits was very informative and helpful.

Old Business- None

New Business- None

Public Comment- None

Announcements & Notable Events:

- Next Staff Senate Meeting: December 7, 2022 at 10:00am in DSU 2081
- Are you new to WKU and interested in having someone to call on when you need guidance? Or do you consider yourself a natural leader willing to help others succeed and grow? If you answered yes to one of those, then *Project Mentorship is for you*. Learn more and apply [here](#).
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Twitter- <https://twitter.com/wkuStaffSenate>

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Meeting adjourn at 10:50 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v=YNf7MKVocg>



WKU STAFF SENATE

Monthly Meeting Minutes – December 7, 2022 (10:00 AM) Senate Chambers, DSU 2081

Call to Order by Chair Brian Campbell at 10:01 AM, CST

Roll Call by Chair Campbell

Approval of December Agenda by unanimous approval of Staff Senate Senators

Approval of November Monthly Meeting Minutes by unanimous approval of Staff Senate Senators

Christopher Ware Staff Star Awards

- Robin Pyle- Office of Research & Creative
- Cassidy Counter- Housing & Residence Life
- Clinton Lewis- Communications & Marketing

Guest Presenters- None

Officer, Committee, and Staff Regent Reports

Staff Regent –

The agenda for the Quarterly meeting is below

Other activities:

Attended the award ceremony for grants with Regent Thomas

The majority of the action items are tied to the Finance and Budget Committee. However, five of the eight action items were not presented during the committee meeting in October. Those are noted.

1. **ACADEMIC AFFAIRS**

Action Items:

AA-1 Approval of Emeritus Appointments

Information Item:

- Brands and Boycott Calls in the Age of Political Consumerism (*Joanna Melancon*)

2. **FINANCE AND BUDGET**

Action Item:

*FB-1 Acceptance of auditor's report and financial statements for the year ended June 30,

2022 (*Ms. Jennifer Williams and Ms. Mary McKinley*)

*FB-2 Approval to revision of 2022-23 operating budget

FB-3 Approval of Personnel Actions

FB-4 Approval of Budget vs. Actual report

FB-5 Approval of line of credit with Truist Bank

*FB-6 Approval of Health Services contract

*FB-7 Approval of Health Services lease

*FB-8 Approval of Parking Structure 3 rooftop lease to New Cingular Wireless

***These items were not presented at the Finance and Budget committee meeting on October 21, 2022.**

Information Item:

- Introduction of Internal Auditor (*Susan Howarth*)

3. **STUDENT AFFAIRS**

Information Item:

- Dynamic Leadership Institute (*Ethan Logan*)

4. **EXECUTIVE**

Action Item:

EX-1 Approval of Addendum to Athletic Employment Contract – Head Coach, Women’s Basketball

EX-2 Approval of Addendum to Athletic Employment Contract – Head Coach, Men’s Basketball

Information Item:

- AASCU Award (*President Timothy C. Caboni*)
- President’s Evaluation (*Chair Phillip Bale*)

Future meeting dates:

- January 20, 2023 – Committee Meetings
- March 3, 2023 – First Quarterly Meeting
- April 14, 2023 – Committee Meetings
- May 4, 2023 – Second Quarterly Meeting
- June 2, 2023 – Special Budget Approval Meeting and Committee Meetings
- August 10, 2023 – Retreat

- August 11, 2023 – Third Quarterly Meeting
- October 20, 2023 – Committee Meetings
- December 7, 2023 - Fourth Quarterly Meeting

- **Communications** – Senator Tanya Vincent reminder everyone that the Book Scholarship are due by January 1, 2023. To apply visit, https://www.wku.edu/staffsenate/scholarship_app.php.

- **Treasurer** – Reneé Purdy- AS OF 12/5/2022, FY23:

E&G Index – 100600

- Starting Balance = \$1,462.40
- Additions = \$0.00
- Disbursements = \$0.00
- Ending Balance = \$1,462.40

WKUF Account (Staff Senate Excellence Fund) – 110860

- Starting Balance = \$1,480.64
- Additions = \$279.23
- Disbursements = \$0.00
- Ending Balance = \$1, 759.87

CHF Account (Book Scholarship) – 800139

- Starting Balance = \$1, 648.97
- Additions = \$0.00
- Disbursements = \$123.93
- Ending Balance = \$1,525.04

○

- **Technology** –No Report
- **Secretary** – No report
- **Vice-Chair** – Workforce committee met and scheduled out other meeting with topic to discuss with HR.
- **Chair** – Title IX, Ena Demir will be joining our Staff Meeting, February 1st, 2023. A survey will be sent to staff to submit questions. Andrea Sherrill contact asking for a member of Staff Senate to be on a search for the Human Resource Operation Manager that will report to Andrea. This will be discussed in Staff Senate Executive Meeting on December 13th, 2022 and someone will be appointment. BEC had more discussion about the one-time payment. The one-time payment would be for Fulltime employees that started on or before January 1, 2022. Employment data was noted and a proposal was approved. The recommendation that was approved and will move forward was two payments of \$500.00 for Fulltime Faculty and Staff that started on or before January 1, 2022 making less than \$65,000.

Staff Senate member will be meeting a Board and Brush on Wednesday, December 14, 2022.

Old Business- Senator Vincent asked about a question that was submitted about trash and debris in the

lower hub parking lot and if that issues had been addressed. Chair Campbell reported the request had been sent to Facilities Management.

New Business- Staff Senate Book Club will be starting in 2023. The book that has been selected is The Essential Diversity Mindset: How to Cultivate a More Inclusive Culture and Environment. If you would like to join contact, Tishiba Roberson tish.roberson@wku.edu or Allison Salmon allison.salmon@wku.edu.

Public Comment- None

Announcements & Notable Events:

- Next Staff Senate Meeting: January 4, 2023 at 10:00am in DSU 2081, followed by a workshop for Staff Senators.
- Are you new to WKU and interested in having someone to call on when you need guidance? Or do you consider yourself a natural leader willing to help others succeed and grow? If you answered yes to one of those, then *Project Mentorship is for you*. Learn more and apply [here](#).
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Meeting adjourn at 10:44 AM

Link to meeting on YouTube: <https://www.youtube.com/watch?v= YNf7MKVocg>