



WKU STAFF SENATE

Monthly Meeting – August 9, 2023 (10:00 AM) Regents Room, JRH

Call to Order: at 10:00 am, CST by Chair Jordan Basham

Roll Call: 18 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

Jessica Luna, Specialist, Communication and Events-PCAL
Kassy Sweeney, Senior Academic Advisor, ACDC
Melanie Redden, Office Coordinator-Gatton Academy

Officer, Committee, and Staff Regent Reports

Staff Regent – David Brinkley

Good morning,

The Board of Regents will have multiple activities this week. First, there is an annual day-long retreat (on campus) this Thursday August 10th. I have included the proposed agenda for your review:

9:00 am Unmet Need Study (Tuesdi Helbig)
10:00 am Living Learning Community Evaluation (Daniel Super)
11:00 am Risk Management (Bruce Weisman)
12:00 pm Break
1:00 pm Knowledge Towns (Dr. Phillip Bale)
1:30 pm College of Health & Human Services Strategic Plan (Tania Basta)
2:30 pm Self-assessment, wrap-up and closing comments (President Caboni)
2:45 pm Regent tour of Center for Energy Systems (CES)

Friday there will be a Quarterly BOR meeting with several agenda items for final approval.

The new Chair, Currie Milliken, will also administer the Oath to one new appointed Regent, Cynthia J. Nichols, and the SGA elected Regent, Sam Kurtz.

Here are the action and/or information items:

ACADEMIC AFFAIRS

Action Items:

AA-1 Approval of Undergraduate Certificate in Strategies for Trauma Informed Approaches to Improving Resilience

AA-2 Approval of Suspension of Russian and East European Studies, Minor

AA-3 Approval of Undergraduate Certificate in Teaching English to Speakers of Other Languages (TESOL)

AA-4 Approval of Undergraduate Certificate in Professional and Technical Writing

*AA-5 Approval of program suspension of Photojournalism, Minor

*AA-6 Approval of suspension of Floodplain Management

AA-7 Approval of Emeritus Recommendations

*These items were not presented at the Academic Affairs committee meeting on June 2, 2023.

Information Item:

Faculty Presentation (Katherine Lennard)

FINANCE AND BUDGET

Action Item:

FB-1 Approval of personnel actions

FB-2 Approval of Internal Audit Work Plan

*FB-3 Approval of banking services contract

*FB-4 Approval of Transit Management Agreement Addendum

*These items were not presented at the Finance committee meeting on June 2, 2023.

The Regents have had small group presentations this week regarding the banking services contract and the transit management agreement addendum.

A couple of items of note: The transit management agreement was approved by the City of Bowling Green on May 2nd, notice for review was given to the entire Board on August 3rd. I am still reviewing the contracts and their implications (such as dissolution of staff positions) and will be happy to discuss any concerns up until the meeting on Friday. I am accepting information and feedback on FB-3 and FB-4 if anyone wants to research them.

On a side note, in the June 2nd committee meeting, there were comments made about how the market equity adjustments have been rolling out across campus and NOT adversely impacting the budgets of those areas. There is interest in how to facilitate those adjustments in other units.

STUDENT AFFAIRS

Information Item:

M.A.S.T.E.R. Plan

EXECUTIVE

Action Item:

*EX-1 Approval of addendum to Athletic Employment Contract, Head Coach, Women's Soccer

*EX-2 Approval of addendum to Athletic Employment Contract, Head Coach, Track

*EX-3 Approval of Athletic Employment Contract, Head Coach, Women's Golf

*EX-4 Approval of Athletic Employment Contract, Head Coach, Women's Tennis

*EX-5 Approval of Athletic Employment Contract, Head Coach, Men's Golf

*EX-6 Approval of the philanthropic naming of the soccer/softball locker room

*EX-7 Approval of Code of Editorial Integrity Policy for Public Media

*These items were not presented at the Executive committee meeting on June 2, 2023.

OTHER BUSINESS / ANNOUNCEMENTS

· Special Recognition (President Timothy C. Caboni)

Future meeting dates:

· August 14, 2023 – Convocation

· September 13, 2023 – Soccer/softball ribbon cutting

· October 20, 2023 – Committee Meetings

· November 11, 2023 – Homecoming

· December 7, 2023 – Fourth Quarterly Meeting

Parliamentarian – Lily Collins

The Parliamentary Ad Hoc Committee will be working to propose edits to the bylaws. If any senators that suggestions for edits they can bring them to the committee for review.

- **Communications – Tanya Vincent**
Open Enrollment will be October 16th-27th. HR will be sending out information soon. Watch your email for any additional notifications about benefits.

- **Treasurer – Andria Henry**
AS OF 8/8/2023, FY23:
 - 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 = \$1,888.32
 - Additions = \$18.35
 - Disbursements = \$0.00
 - Ending Balance = \$1, 906.67

 - CHF Account (Book Scholarship) – 800139
 - Starting Balance = \$1,619.84
 - Additions = \$10.00
 - Disbursements = \$0.00
 - Ending Balance = \$1,629.84

- **Technology – Anthony Gilbert: No Report**
- **Secretary – Morgan Moran: No Report**
- **Vice-Chair – Gina Stoll: No Report**
- **Chair – Jordan Basham:**
Staff engagement survey will be posted to the Staff Senate website. The result of this survey indicated that overall employees moderately agree that they are satisfied working at WKU. The survey will be available by tomorrow to review. Thank you to Dr. Katrina Burge and the Industrial Organizational Psychology Graduates for their help conducting this survey.

The Executive Committee met as our first meeting of FY 2023-2024. No action items from the meeting. No other eternal meetings conducted.

Old Business: No Old Business

New Business:

Senator Gilbert shared the idea to change our meeting from the first Wednesday of the month to the second meeting of the month. This would prevent us from moving meetings a few times a year. Chair Basham shared that the meeting time is in our bylaws and must be considered for change by the Parliamentarian.

Public Comment: No Comments

Announcements & Notable Events:

- Thank you to Community Events for helping to schedule this room this month and the Regents to lending us their room.
- Next Staff Senate Meeting: 10am September 6th, 2023

Adjournment:

Meeting adjourned at 10:29am CST