



Staff Senate Main Body Session Agenda

September 12, 2024

1:00 pm – 4:00 pm

Via Zoom: <https://staffsenate.uky.edu/zoom>

In-person at the Rosenberg College of Law Grand Courtroom

- I. Call to Order
- II. Approval of Minutes, 8/8/2024
- III. President's Report: Dr. Eric Monday, Co-EVPHPA, EVPFA
- IV. Trustee Report: Dave Melanson, Staff Trustee to the Board of Trustees
- V. Guest Speaker: Kirsten Turner, Vice President for Student Success
- VI. Officer Reports
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 - d. Treasurer
 - e. Parliamentarian
- VII. Committee Reports (see details below)
 - a. Ad-Hoc Administrative Regulation Development
 - b. Ad Hoc Higher Education Administration Regulation
 - c. Ad-Hoc Shared Governance Collaboration
 - d. Ad-Hoc University Infrastructure
 - e. Ad-Hoc Budget & Finance
 - f. By-Laws
 - g. Community Outreach
 - h. Diversity, Equity & Inclusion (DE&I)
 - i. Elections
 - j. Employee Engagement
 - k. Healthcare Administration (HAC)
 - l. Presidential Advisory Council (PAC)
 - m. Professional Development/Career Progression
 - n. Public Relations
 - o. Special Events
 - p. Technology
 - q. University Benefits and Compensation (UB&C)
 - r. University Policies and Processes (UPP)
- VIII. Items from the floor

IX. Adjournment

Consent Agenda September 12, 2024

Committee Name

- **Ad-Hoc Administrative Regulation Development**

- **Ad Hoc Higher Education Administration Regulation**
 - Heather met with Dr. Turner regarding what our committee is all about
 - Meetings with her include shared information; updates
 - Meet monthly? Dr. Turner is willing to meet
 - Wait until we get our structure together (we figure out how we will communicate out to the colleges and areas) since we are brand new
 - We can ask if she has a few minutes to meet with our committee -after her presentation at the September Staff Senate- to introduce ourselves, etc.
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- **Ad-Hoc Shared Governance Collaboration**

<p>Establishing contact with administrators, provisional Faculty Senate executive committee, Student Government Association</p>	<ul style="list-style-type: none"> • D. Holt posted information from Staff Senate’s executive committee in TEAMS. Contact with administrators should go through the President’s Advisory Committee (PAC) only. Dr. Monday will contact the appropriate administrator to begin a conversation. B. Allen recommends always coming forward with a solution to an issue. • The Faculty Senate is spending the fall semester coming together and electing Senators. Their executive committee should be set up by the end of 2024. We want to begin having an open line of communication with them this year to be ready for January. • Student Government Association is intact. K. Powell has a relationship with SGA’s President, Maddie Duff. K. Powell will get in touch with M. Duff to set a time to meet with our committee in September.
<p>Committee Discussion</p>	<ul style="list-style-type: none"> • B. Goins inquiries about the ripple effects of faculty/staff relationships at the college levels. What is the control on that, and will decisions be made at those levels without including staff? <ul style="list-style-type: none"> ○ D. Holt brings up the Higher Education Administration Advisory Ad-Hoc committee and new GRs that state

	<p>there should be an effort made to involve staff and students, along with faculty, at these levels.</p> <ul style="list-style-type: none"> ○ D. Holt mentions we should connect with Heather McAtee, chair of the committee. B. Allen mentions she is the communicator between committees. ● B. Goins asks how communication from our committee should be handled. B. Allen mentions our committee can have things added to the quarterly Staff Senate newsletter. ● L. Wood requests a differentiation of the newly formed President’s Council, PAC, and President’s Cabinet. D. Holt and B. Allen discuss the differences.
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- **Ad-Hoc University Infrastructure**

- Parking and Transportation

- Discussed the development of a strategic plan for oversight of parking and transportation services with focus on enhancing transparency, accountability, and collaborative decision-making.
- **(Carroll) Motion to create the plan, adopt, and leverage to collectively formulate recommendations to present to the Main Body. Work will begin with a drafted plan by Chairman Carroll.**
 - Senator Bloomer seconded.
 - Quorum present; all affirmed. Senator Martin abstained by absence.

- Construction Activities

- Discussed safety concerns related to active construction areas and the need for appropriate signage marking both construction areas and alternative pathways.
- Discussed the need for alternative ADA-compliant pathways to avoid unsafe practices by campus population.
- Planned to engage with project management offices for the University and Healthcare sectors to emphasize concerns and create solutions.

- Maintenance and Asset Preservation Strategies

- Discussed the importance of strategic planning for maintenance and asset preservation, focusing on financial implications and stewardship of university assets.

- Collaborative Communications

- Agreed to enhance transparency with the main body by including committee activities in the consent agenda.
- Planned to draft an introductory email to key stakeholders to foster open communication.
- **(Carroll) Motion to create written correspondence as an introductory outreach to inspire collaboration with the committee’s partners in each discipline under our oversight.**
 - Discussion determined that all members should be given the opportunity to review and provide input on correspondence from the committee; motion amended by Chairman Carroll.
 - Senator Claar seconded.
 - Quorum present; all affirmed. Senator Martin abstained by absence.

- **Ad-Hoc Budget & Finance**
 - No report

- **By-Laws**

- **Community Outreach**

- **Diversity, Equity & Inclusion (DE&I)**
 - Justin: Goes over file organization SOP.
 - Kevin: Moves to adopt SOP, Markeda seconds. Unanimous approval.
 - Justin: Goes over annual report SOP.
 - Tessa: Possible future SOP for clearinghouse of DEI resources, if we adopt that.
 - Justin: Overview of ‘Committee Ideas’ sheet. Encouraged all committee members to add to that sheet.
 - Justin: Overview of ‘Committee Statement’ sheet. Possibly adding Accessibility language.
 - Justin: Overview of ‘Committee Charge and Vision’ sheet. Compiles all rules and regulations of the university that pertain to our charge. Places where we can really push the university. Topics that cover *Employment* and *Identity/Race* (Protected classes). GR1 and GR5 specifically. ARs TBD. Encouraged us to have a voice in AR creation with regards to DEI values. Strategic Plan: ‘Taking Care of Our People’ and ‘Bringing Together Many People, One Community’ points specifically.
 - Tessa: Outreach to EAG groups to bring their issues in. Glenn: Host dialogues/discussions for those groups. Also, be advocates for those groups to bring their issues to the senate. Possible titles for discussions: “Building Bridges: A DEI Dialogue Conversation” or “Building Belonging Townhalls”
 - Justin: how to form EAGs, since anyone can form them. Also reporting forms for harassment/bias.
 - Glenn: engaging DEI coordinators for each college.
 - Justin: shared old resource sheet. We will start it. Whitney agreed that it was important, b/c of international nurses.

- **Elections**

- **Employee Engagement**
 - **No report**

- **Healthcare Administration (HAC)**

4. UKHMO Benefit – CGMs	<ul style="list-style-type: none"> • Curtis Hudson has emailed Ambulatory Pharmacy administration for updates on the CGM/BGM issue.
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	<ul style="list-style-type: none"> • Sandy Frey to reach out to Dr. Stakelin
<p>5. Cafeteria Quality</p>	<ul style="list-style-type: none"> • Keven Duncan bringing up cafeteria issues • Concerns include cost, quality and speed of service • Kevin discusses campus meal plan for faculty and staff • Trey Roberson UKCH Regional Director FNS. With Morrison healthcare <ul style="list-style-type: none"> ○ Construction holding up some improvements and variety ○ Morrison Healthcare is focused solely on healthcare dining ○ Good Sam was recently renovated to offer more variety and higher quality food. ○ Trey believes due to the renovation we have beaten the variety concern ○ Pricing is mandated by the contract with UK Healthcare ○ Pandemic caused cost of food and labor to skyrocket ○ Analyze pricing index twice a year ○ Over one thousand items in menu between Chandler and Good Sam. Each item was compared to 25 local institutions (Whole Foods, Blaze Pizza, Bob Evans) ○ UKHC exempts healthier options from price increase ○ 5.1% average pricing increase ○ 66% of the thousand items did not change in price ○ 294 items increased in March. 874 items stayed the same in price ○ UKHC will not go any higher than 80 cents regardless of the analysis ○ No employee discounts ○ 10% discount for students and volunteers ○ There is a \$5 value meal found on menus on the loop <ul style="list-style-type: none"> ▪ Available for employees but intended to help families with loved ones in the hospital for long periods of time. ○ Implemented Scan to Go – print out a barcode for checkout. Scan the barcode and pay. This is to speed up service. Especially during the busy times of the day ○ 10 minutes and 20 seconds on average. Once scan and go stations were implemented time came down to just under 2 min per transaction ○ Good Sam has implemented this technology in the last month ○ Kevin brings up the concern of spending a good chunk of time in line waiting to have your order taken and food handed to you

	<ul style="list-style-type: none"> ○ Kevin discusses the meal plan in greater detail and the benefits of payroll deduction. ○ Trey would like to learn more about the payroll deduction meal plan ○ Kevin brings up on chicken tender day there are no options for the grilled tenders on the \$5 value meal. Trey is agreeable and will look into getting this changed to include the grilled tenders ○ Amanda mentions having staff driving in from 2 or more hours away and spending 3 days in a hotel so having an employee discount and/or payroll deduction would be very helpful to these employees. ○ BobbiJo brings up awareness for patient dining and sensitivities to what each unit treats. BJA uses an example of her own experience while inpatient at UKHC ○ Included in her example, BJA would like to thank the team for coming to her room each day to ask what she would like to eat. States it made her, as a patient, “feel heard” ○ In closing Trey summarizes what was discussed and some possible solutions to speeding up services and upholding quality of food
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- **Presidential Advisory Council (PAC)**
 - No report
- **Professional Development/Career Progression**
- **Public Relations**
- **Special Events**

Topic 1 3 Events	<ul style="list-style-type: none"> ● Outstanding Staff Awards-December UK Remembers Employee Appreciation Day-Have a plan B booked-Gatton Student Center
Topic 2 Women’s Forum	<ul style="list-style-type: none"> ● Sharing costs again for Staff Awards Participate in Ice Cream Social for staff? Budget questions on this

- **Technology**
 - Discussed purchasing of equipment and what needs to be voted on
 - \$500+ voted by EC; \$1,000+ voted by main body
 - Any senator can make a request

- Parliamentarian Larmour suggested webcam, 2-mic wireless system, tripod, and extension cable for main body meetings
- Student Center Senate Chamber likely for on-campus main body meetings
- Parliamentarian Larmour suggested a branding banner for use at Senate Chamber to be more visible, will run by PR committee

• **University Benefits and Compensation (UB&C)**

Topic 1	<ul style="list-style-type: none"> • Discussion of what projects or work items were left over from last year, what we need to work on this year, etc. We are getting in contact with Amanada and/or Richard Amos to discuss. There are a lot of changes going on over in HR so we need to talk with our Chair and Katie will help update us on any new changes, etc.
Topic 2	<ul style="list-style-type: none"> • This committee may want to consider being at the forefront of any changes to benefits instead of change happening and then being told about the change. It is important for the committee to see the results of the previous surveys that just went out at the beginning of the year.

• **University Policies and Processes (UPP)**

Old Business/New Business	<ul style="list-style-type: none"> • There was no old business. • There was no new business, but Allison asked about the recent diversity announcements and how they affect us. Michael shared that President Capilouto met with the EC and conveyed in person what he shared in his campus message. This change does not affect our committee but does affect the DEI Committee. BobbiJo shared that the DEI committee met yesterday and will rewrite their charge for the staff senate website.
Items from Floor	<ul style="list-style-type: none"> • Michael shared that he is asking EC, Acting Chair Marafat, to clarify how our committee should operate. • BobbiJo asked the committee if they had constituents who would like to participate in Conversation with the President. She is looking for three additional staff to take part. The conversation is scheduled for September and occurs monthly.