

Bellarmine University  
Staff Council Meeting Minutes  
July 16, 2019

Ms. Calene Baldwin called the meeting to order at 9:00 am and asked if there were any amendments to May's Staff Council meeting; no amendments were requested and the minutes were approved.

Ms. Lynn Bynum gave an update on maternity/paternity leave. She said the President is approving on a case-by-case basis. At this time staff have 6 weeks and faculty have 12 weeks leave. Ms. Bynum explained that staff can use sick and vacation time to give them an additional time off. There are still questions for the non-birthing parent whether there should be the same amount of time or less leave. Ms. Bynum has asked to meet with Drs. Mike Marshall and Paul Gore on their prior experience with this kind of policy and will then provide feedback at the next Cabinet meeting.

Staff Council needs to come up with a medical leave policy that provides paid time off for faculty and staff who have members of their household or immediate family that are having serious medical issues or if they are needing leave for themselves. Ms. Bynum stated that the University needs to answer how do we best handle these situations. There is not a policy draft at this time, and Ms. Bynum would appreciate any input. She has been looking at peer institutions to see what they are doing.

Ms. Baldwin asked that everyone break into committees and elect a Secretary and Chairperson. The committees are below:

**Coordinating Committee**

- Brian Atkinson
- Calene Baldwin (Chairperson)
- Kim Connell (Secretary)
- Bryan Hamann

**Staff Development Committee/Social and Community Activities Committee**

- Emily Brock
- Chris Cooper
- Kristin Earls
- Abigail Walsh (Secretary)
- Lee Willingham (Chairperson)

**Employee Affairs/Benefits Committee**

- Leah Downs (Secretary)
- Jeremy Doyle (Chairperson)
- Chris Golden
- Sara Keiper
- Emily Prucien

**Communications Committee**

- Brian Atkinson
- Walter Parker (Chairperson)
- Pam Stackhouse
- Tammy Uchida (Secretary)

Dr. DJ Mitchell arrived to the meeting and shared that they will be proposing Faculty and Staff Affinity Groups and provided handouts to Staff Council. Dr. Mitchell explained the purpose of the groups and that he will be also sharing information with both the Dean and Faculty Council. Dr. Mitchell will then present to the Cabinet.

Ms. Kristin Earls and the Staff Development Committee shared a few of their brain storming suggestions:

- Is staff picnic enough?
- Should we have several small events?
- How can we create more touch points throughout the year?

Example: coffee and doughnuts, popcorn, popsicle day.

- How can we make the work year fun?
- How can we get more interactions between departments at staff picnic?

The general consensus of the Council is to keep the picnic and re-examine it next year. Ms. Angela Rone said the President is supportive of faculty and staff doing events together, possibly a Bats or Louisville City game outside of work hours, which could be made into a family event. Ms. Bynum suggested that when we have day games, staff and faculty should be encouraged to attend if it can be worked out in each department.

Some suggestions for other days of appreciation were:

- Possibly doing a staff parking space for the month.
- Maybe having a fall game that everyone is encouraged to attend.
- How can we include those employees who work different shifts?

It was proposed that at the President's Welcome Back Lunch staff and faculty could bring something in to stock the Knights Panty. Someone asked if there could be an Amazon Wish List.

Everyone thanked Ms. Earls for the bagels, and the meeting was adjourned.

In attendance:

Brian Atkinson  
Calene Baldwin  
Emily Brock  
Lynn Bynum  
Kim Connell  
Chris Cooper  
Leah Downs  
Jeremy Doyle  
Chris Golden  
Sara Keiper  
Emily Prucien  
Angela Rone  
Pam Stackhouse  
Tammy Uchida  
Abigail Walsh  
Lee Willingham