

**Bellarmine University**  
**Staff Council Meeting Minutes**  
**August 29, 2018**

Mr. Brian Atkinson called the meeting to order at 11:00 am and asked for a motion to approve the July Staff Council meeting minutes. Ms. Calene Baldwin motioned to approve the minutes and Ms. Emily Werner seconded the motion.

Ms. Kim Connell provided a summary of the August 28<sup>th</sup> Benefits Review Committee meeting. Ms. Connell indicated the meeting mostly focused on the proposed 12 week family leave plan for faculty which would be expanded to include sick family members in addition to maternity and paternity leave. Faculty Council was going to consider the new proposal at their September 5 meeting. Ms. Bridget also attended the Benefits Review Committee Meeting and relayed that Dr. Donovan was in favor of this new proposal and it resembled a plan which was accepted at Loyola University.

Ms. Lynn Bynum shared that she would be speaking with Dr. Carole Pfeffer and Mr. Bob Zimlich to clarify the responsibilities which intersect both Faculty Council and the Benefits Review Committee. Ms. Bynum also provided feedback on the current faculty leave plan proposal and shared concerns regarding the additional cost the University would incur as a result of this plan; estimations for adjunct instructors of a class are approximately \$3,000 per three credit hour course. The Benefits Review Committee will continue to look at family leave requests and workers comp requests from the past 3 years, so that cost projections can be made for average annual expenses. The proposed plan and all associated costs needs to be provided to the Board of Trustees by December for any amendments to the current plan to occur. Additionally, the Committee will be reviewing the current Temporary Disability Policy to determine if Gap Insurance should be made available for employees. Finally, Ms. Bynum shared an update to early retirement considerations; the Faculty Compensation Committee on Faculty Council would be taking lead on this initiative instead of the Benefits Committee.

Mr. Atkinson provided an update on the Resource Management Committee's July meeting: Mr. Zimlich is optimistic the University will make budget during this fiscal year. For the current academic year, graduation enrollment has increased, but the occupancy in campus residence halls is lower than previous years with approximately 60-70 beds being vacant. Mr. Atkinson also shared that this past year was a record fundraising year for the institution. The University is able to spend up to 4.6% of fundraising funds on the operating budget which will assist in balancing the budget for this year.

Mr. Atkinson shared some feedback he received regarding the annual Staff Council Picnic; the current time setup for the picnic does not accommodate all of the various departments at the institution. Suggestions for improving the experience included two time offerings so that food and bingo are offered twice and an RSVP option for the various time slots.

Mr. Atkinson asked Staff Council to spend some time brainstorming Staff Council goals for the upcoming academic year. Mr. Pat Coons suggested the Council sponsor another service project and Ms. Connell suggested the Council could sponsor a jeans day or something similar in which people could provide donations for a non-profit.

Ms. Bynum asked the Council to evaluate how they thought morale was at the University. The Council's impression was a lack of motivation from staff and a very low morale for faculty and staff; additionally, it is perceived that a large rift now exist between faculty and staff as a result of the Faculty Council's resolution last year regarding the budget deficit and comments made by faculty members at open

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forums. In response to the morale issue, the Council discussed a proposal to be sent to Dr. Donovan which would allow for jeans and BU Spirit wear to be worn on Fridays. The motion to create a BU Spirit Day unanimously passed and Mr. Atkinson will share the proposal with Dr. Donovan.

Mr. Atkinson ended the meeting thanking everyone for their time.

In attendance:

Brian Atkinson  
Bridget Babcock  
Calene Baldwin  
Kate Brabandt  
Lynn Bynum  
Sean Campbell  
Kim Connell  
Pat Coons  
Sarah Davis  
Jeremy Doyle  
Bryan Hamann  
Walter Parker  
Pam Stackhouse  
Emily Werner