

Bellarmine University
Staff Council Meeting Minutes
September 26, 2018

Mr. Brian Atkinson called the meeting to order at 11:00 am and asked for a motion to approve the August Staff Council meeting minutes. Mr. Walter Parker motioned to approve the minutes and Ms. Lynn Bynum seconded the motion.

Mr. Atkinson asked Ms. Bridget Babcock and Ms. Kim Connell, members of the University's Benefits Review Committee, to provide an update on their committee. Ms. Babcock shared that a representative of McGriff Insurance – a part of BB&T—attended their last meeting and presented a timeline of the bid and renewal process for the University's health insurance. Ms. Bynum indicated the plans being considered do not have substantive changes for this year. Ms. Babcock then shared comments which the committee had regarding the proposed Faculty Leave Plan (Ms. Bynum will distribute to the Council for feedback and review); the main conversation points the committee had revolved around the lack of cost estimations for the proposed Faculty Leave Plan and to whom this plan would be available. Additional questions posed:

- What happens if a child is born/adopted in the middle of a semester?
 - Clarification for this question was being sought
- How many employees could we expect to take advantage of this leave plan each semester?
 - Currently the University experiences 2-3 maternity leaves annually

The Staff Council Benefits Committee (Sean Campbell, Kim Connell, Sarah Davis, and Jeremy Doyle) have been meeting to create a proposed Family Leave Plan for University Staff; this would need to be approved by Staff Council in October, so that it could be refined and presented at the December Board of Trustees meeting.

Mr. Atkinson then provided an update on the Resource Management Committee; upon further review, the financial outlook for the institution is not as strong as it was previously predicted to be. The University community can expect this fiscal year to be very similar to last year's. Mr. Atkinson indicated the University will face a \$2,239,940.00 shortfall during this fiscal year as a result of myriad of factors including, but not limited to, enrollment, student financial assistance, and housing occupancy rates.

The Council then discussed the Spirit Wear Friday proposal sent to Dr. Donovan and what action, if any, had been taken by the Cabinet and Dr. Donovan. All in attendance agreed the opportunity to wear jeans resulted in a more positive morale that day. Ms. Babcock reminded the Council that some University departments are required to wear a uniform and might feel excluded in these days if the proposal were to be adopted. The Council then discussed another proposal for boosting staff morale; in anticipation of a lower morale in the coming months and the lack of salary raises, the Staff Council proposed extending the University's holiday schedule to be the following:

- Thanksgiving Break would be inclusive of Wednesday, November 21
- Winter Break would be inclusive of Wednesday, December 19 and Thursday, December 20

A formal proposal would be sent to Dr. Donovan on behalf of the Staff Council.

Mr. Atkinson then asked for feedback regarding payroll deductions for purchasing meal plans and parking passes. Mr. Pat Coons indicated the current Colleague system made payroll deductions very

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challenging. Mr. Atkinson stated he would speak with Denise Brown Cornelius regarding other options which may exist. Mr. Atkinson also asked for feedback on the inclusion of part-time staff members in the University's Staff Recognition Efforts. The Council was in agreement on the inclusion of part-time members, but asked for language to be specific to part-time staff members since the University employs over 200 part-time faculty and adjunct instructors each semester.

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