

## MINUTES

University of Kentucky  
College of Agriculture  
StaffLINKS Committee Meeting  
November 15, 2011



### **Attendance:**

#### **Chair Judi Burgess - KTRDC**

Patt Thompson - Ag Econ  
Lissa Pohl - Community & Leadership Development  
Alicia Landon – Plant Pathology  
Lisa Collins - Administrative Advisor  
Christina Tawasha - Plant & Soil Science  
Helen Williams - Veterinary Diagnostic Lab  
Diane Hunter - Regulatory Services  
Cindy Stidham – Animal and Food Sciences  
Marilyn Lauer – Campbell Co Extension  
Marilyn Hooks- West Kentucky Station Ext.  
Sabrina Carter – Fulton Co Extension  
Monica Shuler – Horticulture  
Debbie Gutierrez – Forestry  
Christina Goff - County Extension Programs  
Diane Wilson- Lewis Co Extension  
Aimee Nielson - Ag Communications  
Debbie Mollett – Veterinary Sciences  
Julie Tolliver - BioSystems & Ag Engineering  
Lois Warren- Breathitt Co. Extension  
Aimee Nielson - Ag Communications

### **Absent:**

Kym Pope - County Extension Programs  
Janet Lensing – Entomology  
Stephanie Crouch – County Extension Programs  
Gil Thurman – Franklin Co Extension  
Kim King - Agricultural Administration

### **Minutes:**

Chair Judi Burgess called the meeting to order at 11:46 AM on Tuesday, February 14, 2012. There was a quorum so the meeting was officially in order.

After committee introductions, the first order of business was the distribution of StaffLINKS Minutes from the previous meeting held in November. A motion to approve the minutes was made by Helen Williams and seconded by Christine Tawasha.

Lisa Collins reported that the annual report was well received and there was approval of the content detailing StaffLINKS contributions to UK Campus life. She announced that the annual report would be posted on the Staff Links website with a tentative deadline of this coming Friday, February 17, 2012.

### *Extension-*

Representatives from extension offices joined the StaffLinks meeting via data streaming in order to strengthen the ties between districts and helping county offices feel more connected to main campus.

Food Drive- Marilyn Lauer reported on the successful food drive run by Campbell County Extension.

Circle of Love- Patt Thompson reported on some problems that the Circle of Love program had this year that StaffLinks should address for our effort in 2012. Chiefly the complaints were that the drive took place too early in this year, that there are several drives in competition with our effort and we also discussed how to increase participation. Helen Williams advocated that Staff Links continue the program in 2012 in spite of these problems and Lissa Pohl suggested that we might collect money by department next year instead of actual gifts to make participating easier and more affordable.

### Events for the coming year-

- The Ag. Extension Subcommittee comprised of Helen, Pat, Christine, Gill and Judy briefly reported on their plans to make campus more accessible to extension employees while they attend the climate change conference on April 12 and 13. Lisa Collins promised to follow up with the committee about the problem of transportation to and around main campus for this welcome effort.
- The Chair said she would create an appointment time for the next StaffLINKS meeting sometime next week.
- A guest speaker for Ag. Convention was discussed and remains undecided. The Chair suggested that we should bring someone in who could discuss a new direction for the college. Lisa Collins suggested we might pursue the President of UK or perhaps someone from the Council on Primary Education.
- Helen Williams suggested Staff Training and Development and a Book Club as additional events that StaffLinks might sponsor this year that could be recurrent and on going.
- Christine Tawasha recommended refining StaffLinks focus on a few select events each year. A benefit of this suggestion is that StaffLinks would be able to use its resources better on events that become associated with the StaffLinks name. Events to focus on included a Food and/or Clothing drive in the Spring, Staff Appreciation day in the fall, Lemon Tree in the Fall and Extension Tours this spring. These activities were motioned to be approved by Helen Williams and seconded by Aimee Nielson.
- Lisa Collins thanked the group for all of its contributions that were not linked to an activity such as prompting the work that was done to improve outdoor lighting and improve custodial resources. StaffLinks' hold value in the voice it gives employees within the University.

### Other Business:

- Judy Burgess broached the topic of concern in the college about JAQ's that don't reflect what people actually do. As we update these there is concern that employees could be subject to a downgrade due reporting a change of duties from the past to current role. Lisa Collins is checking into this concern.

- Lisa Collins and Judy Burgess suggest arranging a speaker to discuss JAQ's and job descriptions sometime in March at different locations around the University to help increase understanding about the process and answer questions. Locations suggested were Scovell Hall, Cold Stream Park and the Plant Science Building.

Meeting was adjourned at 12:40 pm. Motioned by Judi Burgess, seconded by Christine Tawasha. Respectfully submitted by Alicia Landon, Interim Secretary.