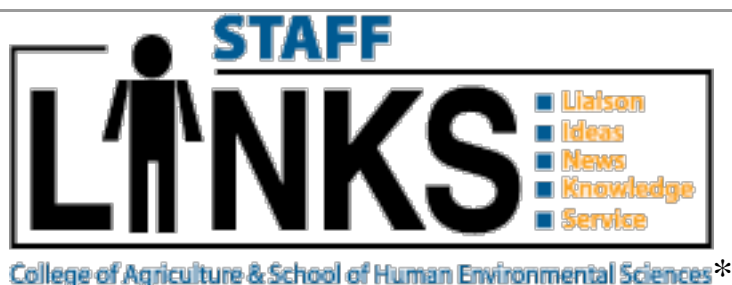


MINUTES

University of Kentucky
College of Agriculture
StaffLINKS Committee Meeting
November 6, 2014



Attendance:

Chair Karin Pekarchik- Biosystems and Ag Engin.

Jackie Allen- UK Robinson Center
Lisa Collins- CAFE Dean's Office
Jenny Condra- Entomology
Jenny Evans- Veterinary Science
Debbie Gutierrez- Forestry
Kim Henken- Human Environmental Sciences
Marilyn Hooks (via Lync)- UK Campus in Princeton
Darlene Mylin- CAFE Administration/Extension
Karen Pulliam- Ag Economics
Cindy Stidham- Animal and Food Sciences
Jozsef Stork- Horticulture
Hellen Williams- UKVDL
Megan Lucy (ad hoc secretary)- CAFE Dean's Office
Nancy Cox (guest speaker)- CAFE Dean

Absent:

Tracy Cayson- Dietetics and Human Nutrition
Robert Holley- KTRDC
Alicia Landon- Plant Pathology
Steve Patton- Ag Communications
Lissa Pohl- Community and Leadership Dev.
Megan Shearer- Plant and Soil Sciences
Paul Wilson- Regulatory Services

Minutes:

Chair Karin Pekarchik called the meeting to order at 11:01 AM on Thursday, November 6, 2014. There was a quorum so the meeting was officially in order.

Guest Speaker Dean Nancy Cox:

Pekarchik welcomed new members and thanked Dean Nancy Cox for attending the meeting as an invited guest. Pekarchik asked that Dean Cox provide an overview of the College's goals and direction for the coming year and specifically what the Dean saw as StaffLinks' role in supporting the College.

Dean Cox began her remarks by thanking the StaffLinks members specifically, and UK staff in general for their hard work and dedication. She recalled that previous requests from StaffLinks to the former Dean Scott Smith had focused on concerns related to the working environment of College facilities. The Dean cited the recently dedicated Alumni Plaza, the rain garden near the Gluck building, and the tunnel under Cooper Drive as items that StaffLinks had worked on with CAFE administration in the recent past. Dean Cox emphasized that she would like to continue this tradition of cooperation with StaffLinks to improve the environment of CAFE facilities. She requested ongoing communication about how the College can make significant improvements

to the safety, security, and pleasantness of our facilities without spending a lot of money. Dean Cox also stated that improving the physical environment of the College reflects our values and makes our facilities more welcoming and safe for visitors as well as employees.

The Dean then segued into discussion of the University's new budget model. She stated that although the specifics of the new budget have not been made available by UK Administration yet, the College is hard at work preparing for the change. She cited UK Executive Vice President of Finance and Administration Eric Monday's emphasis on finding ways to say "yes" to good ideas instead of "no" as a guiding principle for UK and CAFE moving forward. The Dean stated that in CAFE "Growing ideas is the heart of what we do." Dean Cox said that the staff of the College already embody these values by working to provide good customer service and be helpful to all persons they interact with, and by striking an important balance between hard work, and making CAFE a fun place to work.

Dean Cox referenced the recent hiring of CAFE CFO Stephen Sizemore as another way the College is preparing for the new budget model. She said that Mr. Sizemore wants to better facilitate the work that staff does by taking a close look at the College's procedures. He is invested in simplifying workflow processes through such means as investigating who has approval authority on specific documents. Currently 60 individuals in the College approve various financial matters, Dean Cox and CFO Sizemore believe this is likely unnecessary and inefficient. In coming months, Sizemore will be looking for ways to simplify procedures, and ideas from the staff that operate under those procedures are very welcome.

The Dean opened the floor for questions.

Q: Kim Henken asked if the Dean had considered more frequent college-wide communication, stating that communication with Chairs is good, but that the information often does not make it to staff.

A: Dean Cox acknowledged that she has room for improvement when it comes to College-wide communication. She stated that the transitions involved with coming in to a new position and months of remodeling in Ag-North have gotten in the way of communication more than she would like. The Dean referenced her blog as one area of communication that could be utilized more fully, and said she would be making this, among other avenues of communication, including her year-end letter, a priority.

Q: Karin Pekarchik asked if the Dean's priorities moving forward would be outlined in the year-end letter.

A: Dean Cox said that the new budget model will be a big focus, and that even without the final formula, the College is working on building necessary documents to implement the budget and that a steering committee has been formed. The Dean believes that the College will come out strong from the new budget model, and that understanding it will set the College up to seek funding for the things it does best. The VP Monday and UK Legal Counsel have been very helpful with the new budget.

The Dean also stated that Sponsored Projects and Grants will be an area of emphasis. Debbie Davis will be retiring and a search for a new Vice President for Research will be underway soon.

Finally, there will be an increased focus on dealing properly with conflicts of interest. This particularly affects faculty, but staff are asked to disclose outside employment as well. She emphasized that academic freedom doesn't mean that faculty are not accountable to the institution that pays them. The Dean said that different rules for faculty and staff when it comes to conflict of interest policies disparately affect staff and that increased scrutiny on faculty will bring the policies for faculty and staff closer together.

Q: Kim Henken asked if a new strategic plan for CAFE is in the works.

A: Dean Cox responded that yes, strategic planning is happening and that the first meeting is next week. Lisa Collins added that the strategic plan is being worked on by a committee of 35 faculty, staff, and students. The process is new this year, in light of nobody caring much for the old process. A consultant, Mitch Owen, has been hired to facilitate the planning. Dr. Owen has experience at several other land grant institutions and a lot of work went into his selection. Departments will no longer be asked to write their own strategic plans. UK's strategic plan is on hold after President Capiluto took over the process and hired a consultant. However, the Dean stated that this will not hold up work on the CAFE Plan. Lisa Collins added that more information on the strategic plan will be available after the first retreat when a website is launched and broader announcements made.

Q: Lisa Collins asked if Dean Cox has met Bob Wiseman's replacement.

A: Dean Cox said that Mary Vosevich was hired as the new VP for Facilities Management. She has a background in horticulture and is from New Mexico. Vosevich has toured all of the CAFE Facilities with CAFE Associate Dean for Administration Steve Workman. She has a good eye for dirt and grime and bad construction, but mentioned that the CAFE motor pool is exceptionally clean. The Dean went on to say that the college has big needs when it comes to classrooms and research farms. She said if she ever gets to ask the legislature for anything again it will be for farms and facilities.

With no further questions, Dean Cox closed with a request for continued input from individual staff members and StaffLinks as a group.

General Business

Pekarchik noted the new time for StaffLinks meetings - 11:00. Meetings had previously been held at 12:00, and the change was made to allow staff to participate without sacrificing their lunch hour.

Upcoming meetings were announced. The next meeting is February 3, and Associate Dean for Administration Steve Workman will be the guest. Pekarchik asked for ideas about what to ask Dr. Workman. The following ideas were put forth:

- Improvements to pedestrian safety near the new parking lot behind the Gluck building
- Potholes in the Gluck parking lot
- Bushes affecting visibility at the exit of the parking lots on to Farm Road
- A Japanese maple tree behind the Cooper House is limiting parking

- Potholes need repair in the lot behind the Cooper House
- A ban on left turns from Farm Road on to Nicholasville Road during peak hours is requested (this would involve discussions with the City/County government.)
- The traffic flow out of the new parking lot on to Farm Road and University needs to be addressed as increased traffic makes these intersections dangerous and difficult
- There is a request for busses to drop CAFE staff off near their buildings.
- The lighting on the sidewalks outside of Barnhart is inadequate
- It is very dark at night between KTRDC and Alumni Drive
- Dumpsters from dorm construction near the Rose Street Garage are blocking the right turn lane out of the garage, causing traffic to back up.
- The current closure of the left turn lane from Washington onto Limestone makes exiting the Erickson Hall area difficult.

Lisa Collins suggested that Karin Pekarchik compile this list and submit it to Dr. Workman ahead of the February 5 meeting to try to address these concerns more quickly.

Megan Lucy was introduced as an **ad hoc secretary** for the group. No objections were made. Mrs. Lucy will record minutes and maintain the StaffLinks website. She is reachable at megan.lucy@uky.edu

Holiday Charity Drives-

StaffLinks will again participate in the Circle of Love drive to collect gifts for underprivileged children. Children's wish lists can be picked up from Karin Pekarchik between now and the end of November. Unwrapped gifts are due by December 1 and can be delivered to Pekarchik's office in Barnhart 116. The recipient's name should be securely attached to the gifts; extra gifts, gift cards and wrapping paper are requested.

Cindy Stidham suggested that StaffLinks participate in the Thanksgiving Basket Drive for the Center for Community Outreach. More information is available at this link: <http://www.ukcco.org/programs/helping-hands/>. Additional information will be circulated to the StaffLinks listserv in coming days.

Kim Henken suggested the Big Blue Pantry, a student lead food pantry that benefits UK students as another charity StaffLinks can support. The pantry is open year-round and boxes of cereal are in high demand. Henken also suggested that students from the Big Blue Pantry could present at an upcoming StaffLinks meeting. More information is available here: <http://www.ukcco.org/programs/big-blue-food-pantry/>

Jozsef Stork said that Horticulture Graduate Students are collecting non-perishable food for the Hope Center in boxes located in Ag North. Lisa Collins will inquire about adding locations to the Plant Sciences building.

Adjournment

Next Meeting: February 3, 2015. 11:00 in Barnhart 249.