



College of Agriculture, Food and Environment

Minutes

StaffLINKS Committee Meeting

May 10, 2016

11:00-Noon

249 Barnhart Building

Presiding: Karin Pekarchik, Chair

Members Present: Karin Pekarchik, Darlene Mylin, Rhesa King, Emily Brown (on behalf of Karen Pulliam), Cindy Stidham, Lissa Pohl, Jennie Condra, Debbie Gutierrez, Sheryl Friend (via skype), Jozsef Stork, Kim Henken, Christine Tarne, Melanie Heist, Stephany Chandler, Helen Williams, Jenny Evans, Jackie Allen (via Skype), Lisa Collins, Megan Lucy

Members Absent: Tracy Cayson, Abby Sorrell, Judith Burgess, Eileen Kopp, Marilyn Hooks

11:00 Welcome, Introductions

11:05 Karin Pekarchik:

- **Request for term replacements**-The following members' terms are ending in June 2016: Karin Pekarchik, Darlene Mylin, Karen Pulliam, Cindy Stidham, Lissa Pohl, Tracy Cayson, Jennie Condra, Jozsef Stork, Kim Henken, Helen Williams, Jenny Edwards. Lisa Collins asked that they either agree to serve another term or suggest someone to replace them by May 20. At the meeting the following members agreed to renew their terms: Karin Pekarchik, Jenny Condra, Jozsef Stork, and Kim Henken. The others said they would ask their units for volunteers, and agreed to serve again if no volunteers were found by May 20.
- **New UK graphic standards** - UK is adopting new graphics standards and units are asked to phase in use of the new logos by August. This includes phasing out the use of secondary logos, including the former StaffLinks logos. Most approved vendors for apparel, stationary, and promotional items already have the new logo so it should not be difficult to purchase these items. Some units have noted the small font size of their unit names in the new logos. However, the logos will not change. Several options have been provided to try to meet the departments' needs.
- **Discussion: Quarterly efforts for charitable giving** – Over the past year StaffLinks has participated in several charity drives including Thanksgiving baskets, Circle of Love, and Big Blue

Pantry food drives. There is concern that doing too many charity efforts or multiple charity drives at the same time fragments and weakens the group's efforts. With this in mind, Karin suggested a more formal timetable for charity drives:

- End of September: Ag RoundUp: Food Drive for Big Blue Pantry, Campus Kitchen
- November/December: Thanksgiving baskets and Circle of Love
- Summer/ Spring months?- Discussion covered possible charity projects for the spring and summer including a school supply drive and moving the Big Blue Pantry food drive to the spring, but no final decisions were made.

11:15 Megan Lucy: Update on the Little Library- Megan has been stewarding the StaffLinks Little Free Library in Ag North for the past month. The effort is going well. The Dean donated a six-foot bookcase which we easily filled with donated books. People have consistently been adding and borrowing books since the library started. Megan has been adding bookplates with information about StaffLinks into each donated book to spread the word about the organization. If StaffLinks members or other CAFE community members have books to donate, they can contact Megan at megan.lucy@uky.edu, to coordinate pick-up, or drop them off in L-104 Ag North. Agriculture textbooks are being donated to the International Book Project and children's books are being donated to Jenny Condra's Little Free Library.

11:30 Lisa Collins: The Career Ladder at UK- Lisa Collins addressed the question, "What should staff do when they like their position but want to advance in title and/or pay?" Lisa acknowledged that this is a common concern expressed by staff and that it is on the radar of UK Administration with acknowledgement in the new UK Strategic Plan, and by HR administration. However, there is not an easy or quick solution to the problem. Two areas have advancement plans- OSPA has a "family of jobs," and Extension agents have potential for advancement after meeting certain professional development and career milestones. No areas have automatic raises for degrees or certifications. StaffLinks members expressed hope that professional development such as CBMI, the Business Procedures Certification Series and earning further degrees could be rewarded with pay increases. Kim Henken mentioned that the career ladder for staff question also came up in the staff conversation with President Capiluto she participated in last quarter. At that meeting, President Capiluto committed to talking to Kim Wilson of HR, but also said that the University commits to people developing and moving within in the university. Lisa talked about problem of UK hiring external candidates instead of internal candidates. One final note from Kim Henken was that when job postings are made for .75 positions, salary ranges appear as they would if the position was 1.0, and units need to be aware of this because the listed salary is misleading to candidates

11:55 Closing Remarks/ Topics for the next meeting:

- Sasaki is meeting with CAFE constituents on planning for the future of facilities on the Ag side of campus. This is in response to Ag being overlooked in the University's earlier Master Plan. A

potential agenda item for next meeting is to ask Associate Dean Steve Workman to present on the results of the Sasaki study.

- Another possible topic for discussion at the next meeting is a progress report on the CAFE Strategic Plan. Lisa Collins would be a likely presenter on this.
- UK Health and Wellness is renewing the FitBit Challenge with competitions between units and a second chance for employees to purchase FitBits at reduced cost. Jozsef Stork expressed concern that the target goal of 10,000 steps was too low and suggested that StaffLinks ask that the goal be raised to 15,000 or 20,000 steps. Karin said she would communicate this to Health and Wellness.
- A reminder that Ag Roundup is the weekend of October 8; Staff Appreciation Day is October 5.
- The UK Leadership Forum will be last week in October. This year's theme is Inclusive Leadership and the university's efforts at reducing unconscious bias will be a topic of discussion.

Following the academic calendar, StaffLINKS will hold quarterly meetings on the second Tuesday of the months August, November, February, and May.

Upcoming 2016-2017 meetings:

- August 9, 2016
- November 8, 2016
- February 14, 2017
- May 9, 2017

12 p.m. Adjournment