

Bluegrass Community and Technical College  
**Staff Council Meeting**  
May 25, 2006

**Members Attending:**

Becky Critchfield, Dianalee Crone, Nancy Dixon, Laura Lynch, Debby Vantreese, Josh Warren, Natalie Webb

**New Business:**

Summer Flex Leave –

Becky corresponded with Dr. Kerley to request more flexibility with summer leave schedules. Dr. Kerley will approve half-days on Mondays or Fridays with supervisor's approval. Deb Cox will send out a revised flex policy. Josh noted that flex time is authorized per the KCTCS policy manual as long as it is approved by the supervisor and there is sufficient coverage for the office.

Merit Bonus Appeals –

There has been a lot of talk about and disappointment in the merit bonuses. Questions have been raised about how bonuses were awarded and how to appeal the decisions. Becky met with Deb Cox who states that KCTCS does not have a blanket appeals process but leaves it up to the individual college. Dr. Kerley noted that any BCTC employee has the right to appeal directly to him. Anthony was on a steering committee that came up with steps for Staff Exceptional Performance Approval/Appeal Process, showing the right to appeal at each level. The steering committee submitted this as a recommendation, but it has never been approved. Comments voiced by staff include:

- Exceptional rating criteria too subjective
- No clear cut process for appeal
- No way to know if your name goes on to the next level so no opportunity to appeal
- Bonuses awarded for doing job duties
- With the consolidation, exceptional duties have become the norm as everyone is now expected to go above and beyond job duties.

Becky will meet with Dr. Kerley to identify specific criteria for merit bonuses. An open forum will also be available in the all-staff meeting which is planned for sometime in the near future.

Staff Input Survey –

Based on the survey results, Staff Council created a list of recommendations that were presented to the President's Cabinet. The response was positive and Cabinet members agreed to discuss these at their June Retreat. Becky will post the results of the survey on the website. It was recommended that this survey be continued as a Staff Council responsibility, possibly on an every-other-year basis.

**Open Discussion:**

A suggestion has been made to organize a wellness event for BCTC and to use the van to take people to Farmer's Market. After discussion it was felt there would be too many concerns about office coverage and expense involved. We will, however, put out information by email regarding times and locations of Farmer's Market.

Council members discussed the importance of planning an all-staff meeting soon in order to look at plans for next year, to generate ideas from staff body, to encourage participation in upcoming elections, to discuss the New Horizons Award criteria and to offer an open forum for any questions or concerns that staff may have. This will be scheduled in the near future, possibly one on Cooper campus and one on Leestown campus.

**Next Meeting:** Thursday June 22, 2006, 2:30 p.m.