Murray State University Staff Congress
Draft Minutes for December 13, 2006
1:30 PM, Curris Center: Mississippi Room


CALL TO ORDER: Staff Congress President Terry Burgess called the meeting to order.

REPORTS FROM SPECIAL GUESTS: At the request of the Personnel Policies/Benefits Committee, Annazette McCane, of MSU’s Equal Employment Opportunity Office, answered questions regarding the Resolution for Non-discrimination Statement.

Erin Black and Stephanie Galla, Student Coordinators for the MSU Recycling Committee, presented copies of the Proposed Recycling Actions for MSU. They summarized the proposal and answered questions by Staff Congress members.

Terry Burgess welcomed Dr. Jay Morgan, newly elected Faculty Regent, to the Staff Congress meeting.

APPROVAL OF MINUTES: The following corrections to the minutes were submitted by Tracy Roberts via email. On page 2, in the Intercollegiate Athletic Council report, the letter “b” was omitted from Michael Busby’s last name. On page 2, under Old Business, third paragraph, the second word “Made” was incorrectly capitalized. On page 3, under New Business, Jody Cofer was incorrectly listed as seconding the motion to adjourn. Jody Cash seconded the motion to adjourn.

Orville Herndon made a motion to approve the minutes as corrected. Debbie Plummer seconded, and the motion carried.

TREASURER’S REPORT: Terry Burgess presented the October 2006 Treasurer’s Report due to Marion Hale’s absence (recovering from surgery). Debbie Plummer made a motion to approve the Treasurer’s Report. Misty Starks seconded, and the motion carried.

STANDING COMMITTEE REPORTS:
Executive Committee Report: Terry Burgess reported that on November 29, Jody Cash resigned from Staff Congress via an email to Terry.

Terry reported that he attended the Personnel Handbook Committee meeting held on November 21. Terry is chair of the University Wide Insurance and Benefits Committee and therefore also a member of the Personnel Handbook Committee.

Terry also attended the Strategic Planning Council meeting on December 1.

At the end of November, Terry Burgess and Gina Winchester attended a meeting regarding the Optional Retirement Plan available to professional staff. Gina summarized the meeting.

Meeting with Dr. Dunn—December 15, 2006, 9:00 a.m.: Terry invited Staff Congress to inform the Executive Committee of issues to discuss with Dr. Dunn.

Personnel Policies/Benefits Committee: Discrimination Policy Wording Changes (AI# 0607-014): Mark Galloway noted that the resolution regarding the Non-discrimination Statement will be discussed at today’s Staff Congress meeting during old business.

The other three items (Retirement (KTRS) Changes Seminars/Newsletters—AI# 0607-004, Tuition Waiver Changes/Bank Creation—AI# 0607-015, and Sick Leave Bank Policy Wording Changes—AI# 0607-016) will be discussed when the chair of the Personnel Policies/Benefits Committee calls a meeting.
Credentials and Elections Committee: Orville Herndon said that Christian Cruce will serve the remainder of Jody Cash’s term.

Staff Recognition Committee: Quarterly Staff Recognition Award (AI# 0607-016): Terry Burgess reported that the Staff Recognition Committee is going to meet to discuss the development of a Quarterly Staff Recognition Award proposal to be sent to Tom Denton for implementation. Hopefully, the first award will be given in September 2007.

Staff Special Events Committee: Staff Holiday Events Initial Report: Misty Starks reported that attendance at the Staff Christmas Reception was estimated to be 250. Approximately 70 children attended the Children’s Christmas party. Rooms have been reserved for the 2007 Christmas events. The Staff Christmas Reception and Children’s Christmas party are scheduled for December 6 and 8, respectively.

Terry Burgess distributed a Staff Congress Formal Event Report form to be completed after each Staff Congress event. The chair of the Staff Congress committee which planned the event will submit the completed form to the Staff Congress President, Secretary, and the subsequent committee chair. The form will guide the subsequent committee members and chair in planning the event in the future.

Communications Committee: Kim Griffo reported that Lana Jennings did a wonderful job compiling the most recent newsletter.

Working Conditions Committee: No report.

Ad-hoc Committees
Job Salary and Benefits Research Committee: Resolution Requesting a Staff Compensation System Review by Murray State University (AI# 0607-013): Debbie Plummer reported that at its November meeting, the Job Salary and Benefits Research Committee composed a resolution requesting a review of current staff salaries. The resolution was sent to Joyce Gordon.

Computer Purchasing Committee: Orville Herndon said the laptop was delivered to the university today. Programs will be loaded on the computer before it is given to the Staff Congress Secretary. The committee will be disbanded because its purpose has been served.

UNIVERSITY COMMITTEES:
Faculty and Staff Insurance and Benefits Committee: Terry Burgess noted that an update on the Optional Retirement Plan was given earlier in today’s meeting. Because the Faculty and Staff Insurance and Benefits Committee was occupied with meeting to discuss the ORP, he did not call a separate meeting of the committee to discuss the sick leave bank and policy. He plans for the committee to discuss the sick leave bank and policy in January.

Intercollegiate Athletic Council: Michael Busby reported that the Intercollegiate Athletic Council will meet December 14.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

STAFF REGENT REPORT:
December 8, 2006 Board of Regents Meeting Review: Staff Regent Gina Winchester summarized the Board of Regents meeting. The next Board of Regents meeting is scheduled for February 23.

Staff Regent and Staff Congress Executive Committee Fall Forum Report: Gina reported on the fall forum. With technical assistance from CTLT, satellite campuses were able to participate in the forum. Gina plans to have at least one forum each semester.

Terry Burgess read copies of a Staff Congress resolution and a poem entitled “The Leader” to be presented to
Dr. Tim Miller in appreciation for his service as interim MSU President and in various other areas at the university. Framed copies of the resolution and poem will be presented to Dr. Miller at an upcoming Staff Congress meeting.

**OLD BUSINESS:**

Changes to Staff Congress Constitution and Bylaws (AI# 0607-001)/Byllaw Change: Staff Congress Member Voting via Electronic Means (AI# 0607-012): Because a three-quarters quorum was not met at today’s meeting, Staff Congress was unable to discuss changes to the Staff Congress Constitution and Bylaws.

Calendar and List of Staff Congress Members in New Employee Packets (AI# 0607-008): Final report: Terry Burgess reported that he has received from Human Resources a list of names of new staff members. Each month, Human Resources will send him list of new staff members. He will forward the list to the Staff Congress Secretary with instructions to send a welcome letter and invitation to attend Staff Congress meetings.

**NEW BUSINESS:**

Declaration of Support for Signing of Tallories Act and Recycling Efforts at Murray State University (AI# 0607-018): Orville Herndon made a motion to support the MSU Recycling Committee’s request that MSU President Randy Dunn sign the Tallories Act and Proposed Recycling Efforts at Murray State University. Jerry O’Bryan seconded the motion. Terry Burgess asked if there was any discussion. There was none. Staff Congress Vice-President Mark Galloway called for a vote. The motion carried.

Declaration of Support for Addition of “Sexual Orientation” and “Political Affiliation” to MSU’s anti-discrimination policy (AI# 0607-019): Mark Galloway made a motion to support the addition of the phrases “sexual orientation” and “political affiliation” to MSU’s anti-discrimination policy. Phil Schooley seconded the motion. Terry Burgess asked if there was any discussion. Discussion followed.

Terry Burgess proposed the following friendly amendment to the above motion: “The MSU Staff Congress recommends that the MSU Affirmative Action Committee and the Board of Regents consider the addition of the phrases ‘sexual orientation’ and ‘political affiliation’ to the current non-discrimination policy.” Debbie Plummer made a motion to attach the friendly amendment to the motion of declaration of support of the addition of the phrases “sexual orientation” and “political affiliation” to MSU’s anti-discrimination policy. Christian Cruce seconded. Terry Burgess asked if there was any discussion on the friendly amendment. There was none. The motion to include the friendly amendment carried.

A vote was taken on the resolution as amended. There was one nay. A roll call vote was taken. The results are as follows.

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Cindy Blinston-Pritchard: absent</td>
<td>Kim Griff: abstain</td>
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<tr>
<td>Kelly Buffington: absent</td>
<td>Marion Hale: absent</td>
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<tr>
<td>Terry Burgess: yes</td>
<td>Orville Herndon: no</td>
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<tr>
<td>Dickie Burkeen: yes</td>
<td>Wade Herndon: yes</td>
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<tr>
<td>Michael Busby: yes</td>
<td>Lana Jennings: absent</td>
</tr>
<tr>
<td>Christian Cruce: yes</td>
<td>Jerry O’Bryan: yes</td>
</tr>
<tr>
<td>Wesley Diggs: absent</td>
<td>Jane Page: absent</td>
</tr>
<tr>
<td>Sherry Fortner: yes</td>
<td>Clover Paradise: absent</td>
</tr>
<tr>
<td>Mark Galloway: yes</td>
<td>Rick Pierceall: absent</td>
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The amended motion passed 13 to 1 with one abstention.

**Other New Business:** Mark Galloway asked that Staff Congress request that MSU establish a policy to limit the length of time a person can hold a position as interim without being fully appointed to the position.

Orville Herndon made a motion to request that the university create a policy which limits how long a person can hold a position as interim without being fully appointed to the position. Phil Schooley second, and the motion carried.

**Adjourn:**

Rhonda Rogers made a motion to adjourn the meeting. Sheri Riddle seconded, and the motion carried. The meeting was adjourned at 3:05p.m.