Murray State University Staff Congress
Draft Minutes for January 10, 2007
Curris Center: Mississippi Room

PRESENT: Kelly Buffington, Terry Burgess, Michael Busby, Christian Cruce, Wesley Diggs, Kim Griffo, Marion Hale, Orville Herndon, Wade Herndon, Debbie Plummer, Sheri Riddle, Tracy Roberts, Rhonda Rogers, Phil Schooley, Misty Starks, and Lisa Willis. Guests: Dr. Randy Dunn, President; Dr. Don Robertson, Vice President for Student Affairs; President; Jim Carter, Vice President for Institutional Advancement; Gina Winchester, Staff Regent; Dr. Tim Miller, Director of MSU Foundation; Kristin Taylor, Murray Ledger & Times; and Candi Freeland, WNBS/WFGE.

REPORTS FROM SPECIAL GUESTS:
Dr. Randy Dunn, President: Dr. Dunn thanked everyone for all that has been done to welcome him to campus. He noted that he looks forward to having a strong relationship with Staff Congress. He said that Staff Regent Gina Winchester and the Staff Congress Executive Committee have been diligent in communicating with him about current issues. He has begun reading the results of the Staff Survey.

Dr. Don Robertson, Vice President for Student Affairs: Dr. Robertson thanked Staff Congress for sponsoring the annual children’s Christmas party. He announced that on Monday, January 15 at 5:00 p.m., in the Curris Center, MSU will host a presentation in memory of Dr. Martin Luther King, Jr. A march will follow the presentation.

The annual Academic Restoration Plan day for freshman on academic probation is scheduled for Sunday, January 14, at 2:00 p.m. An orientation for incoming freshman and transfer students will be held at 1:30 p.m. on January 14, in the Barkley Room of the Curris Center.

Student Affairs has contacted students who did not pre-register for the spring semester to address any concerns and to encourage re-enrollment for the spring semester.

The T-Room serving area has been expanded to prevent congestion. The operating hours have been extended to 6:30 p.m. Sunset Strips has been moved to the second floor next to the T-Room. The construction of Clark College is proceeding according to schedule, with the opening set for the fall.

Mr. Jim Carter, Vice President for Institutional Advancement: Mr. Carter announced that for the third year, KET filmed the MSU choir and Voices of Praise for the “Holiday at Murray State” program. The show aired over 70 times in a total of 50 markets nationwide. KET will be filming the “Music from the Front Porch” concert on campus on January 20.

On January 31, several friends of MSU alumnus Jerry Crutchfield, who has worked in the music industry for 50 years, will perform in a scholarship fund-raising concert. Mr. Crutchfield will be bringing several other musicians with him.

On January 9, Kiplinger’s magazine announced for the third time that MSU is ranked in the top 100 public universities.

Dr. Tim Miller, Director of MSU Foundation: On behalf of Staff Congress, Terry Burgess read and presented to Dr. Miller a framed proclamation of appreciation. Also on behalf of Staff Congress, Gina Winchester presented him with a framed copy of a poem entitled “The Leader.”

CALL TO ORDER: Staff Congress President Terry Burgess called the meeting to order. A quorum was present.

APPROVAL OF MINUTES: Debbie Plummer made a motion to approve the minutes as presented. The motion was seconded. The motion passed.

TREASURER’S REPORT: Staff Congress Treasurer Marion Hale presented the Treasurer’s Report. Kelly Buffington moved to approve the Treasurer’s Report. The motion was seconded. The motion passed.

Terry Burgess indicated that the order of items discussed at today’s meeting would vary from the agenda in order to allow discussion and voting on items before some individuals needed to return to their offices.
OLD BUSINESS:
Changes to Staff Constitution and Bylaws (AI# 0607-001): Because two-thirds of the total membership of the Staff Congress was not present at the Staff Congress meeting within thirty days of the first reading of proposed changes to the Constitution, as required by Article XI, Section 3 of the Staff Congress Constitution, the process to amend the Constitution will be initiated again with another first reading of the proposed changes to take place at the February Staff Congress meeting.

Terry Burgess distributed handouts with the current wording of and proposed changes for Article I, Section 3, and Article IV of the Bylaws. Regarding Article I, Section 3, Kelly Buffington moved to approve the changes as presented. The motion was seconded. The motion passed.

Regarding Article IV of the Bylaws, Marion Hale made a motion to approve the changes as presented. The motion was seconded. Orville Herndon moved to amend to the proposed changes to Article IV of the Bylaws as follows: strike “Staff Congress” and replace with “extended campus.” The amended sentence would be as follows: “Whenever possible, these meetings should use ITV or other media to allow Staff Congress members to attend via technology.” The motion, as amended, passed.

Terry noted that instead of reading and discussing all of the proposed changes to the bylaws in one meeting, a few of the proposed changes will be read and discussed at each monthly meeting.

STANDING COMMITTEE REPORTS:
Executive Committee Report:
Parking Tag Prorated Charge for Spring (AI#: 0607-002): Terry Burgess said that he does not yet have an update on this issue, but hopes to have more information to present at a future Staff Congress meeting.

Meeting with Dr. Dunn – Friday, December 15, 2006: Terry reported that he, Mark Galloway, and Debbie Plummer met with Dr. Dunn on December 15, 2006. At the meeting, the committee presented Dr. Dunn with the resolution regarding the non-discrimination clause and the resolution regarding recycling efforts. They also discussed wages, health insurance, current issues in progress in Staff Congress, and how to support Dr. Dunn’s efforts in Frankfort. Terry said that Dr. Dunn’s secretary has entered Staff Congress meeting dates on his calendar.

Calendar and List of Staff Congress Members in New Employee Packets (AI# 0607-008): Terry said that he has sent out 23 letters to new staff hired in September and October. Included with the welcome letter is an updated list of Staff Congress committees and a meeting agenda. New staff members are invited to observe Staff Congress meetings and to become involved upon completion of their first year of service at the university.

Terry noted that the Executive Committee hopes to visit each of the extended campus sites this semester. They plan to do so in March in order to avoid potential weather problems. In addition, staff information meetings have been scheduled for the spring semester. Gina Winchester will elaborate on those when she presents the Staff Regent report in today’s meeting.

Personnel Policies/Benefits Committee:
Retirement (KTRS) Changes Seminars/Newsletters (AI#: 0607-004): Michael Busby said that retirement changes seminar dates will be announced in an upcoming KTRS newsletter.

Tuition Waver Changes/Bank Creation (AI# 0607-015); Sick Leave Bank Policy Wording Changes (AI# 0607-016); Sick Leave Bank Policy Wording Changes (AI# 0607-17): Michael Busby said that the University Wide Faculty and Staff Insurance and Benefits Committee will meet January 18, at 3:00, in the Ohio Room of the Curris Center to discuss these issues.

Credentials and Elections Committee: Orville Herndon reported that the Credentials and Elections Committee will meet before the February Staff Congress meeting to determine a time table for the upcoming Staff Congress elections. He asked that staff suggest dates for the election to be held. He read the names of Staff Congress members whose terms will expire on June 30, 2007.
Staff Recognition Committee: Quarterly Staff Recognition Award (AI# 0607-016); Rhonda Rogers reported that the Staff Recognition Committee met January 10, to discuss the creation of a quarterly staff recognition award. A letter of notification would be sent to persons nominated for the award. Names of individuals nominated for the award would be entered into a drawing for a prize still to be determined. Human Resources and the President’s office would be notified of award recipients. The committee will meet again to compose a draft of the nomination form.

Staff Special Events Committee: Misty Starks said that she has given the final report on the Staff Christmas Reception and children’s Christmas party to Terry Burgess.

Communications Committee: No report.

Working Conditions Committee: No report.

AD-HOC COMMITTEES: Salary and Benefits Equity Research Committee: No report.

UNIVERSITY-WIDE COMMITTEES: Faculty and Staff Insurance and Benefits Committee: Terry Burgess reported that the Faculty and Staff Insurance and Benefits Committee will meet January 18 at 3:00. He noted that several people have informed him that they have not received the insurance and Wage Works cards for 2007. He said that a letter with information about the Wage Works cards has been distributed to university employees.

Intercollegiate Athletic Council: Michael Busby summarized the following issues discussed at the most recent meeting of the Intercollegiate Athletic Council: the NCAA’s proposed revision of rules governing university representative membership; providing more equitable recruiting opportunities for women athletes; and, proposals for providing academic support for student athletes during travel to tournaments.

He said while the football field turf is being replaced, events such as Relay for Life and Freedom Fest will be held at alternate locations.

Naming Campus Facilities Committee: Tracy Roberts reported that at its January 10 meeting, the Naming Campus Facilities Committee approved a facility naming event which will be submitted to the Board of Regents for approval at its February meeting.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

Staff Regent Report: Staff Regent Gina Winchester said that the next Board of Regents meeting is scheduled for February 23. The board has not met since the last Staff Congress meeting on December 13, 2006. She noted that thanks to Jackie Dudley and Frank Hawkins, Social Security numbers are no longer printed on paychecks and pay stubs.

February 10 is the Staff Appreciation Night basketball game.

The next staff information forums are tentatively scheduled for 4:00-5:00 p.m. on March 12, in the Curris Center Barkley Room and 7:30-8:30 a.m. on March 19, in the Curris Center Theater. These times were set in response to staff comments. These sessions will be made available to satellite campuses via Illuminate.

Gina said that it has been brought to her attention that MSU does not have a volunteer policy. Such a policy is necessary to enable anyone not employed by the university, such as retired individuals or MSU alumni, to volunteer at the university. Many other universities have volunteer policies in place.
NEW BUSINESS:
Christian Cruce suggested that Staff Congress may want to consider making arrangements for group rate ticket purchases for sporting events in Nashville. Staff Congress would not purchase the tickets, but would serve as the coordinator. She also suggested that Staff Congress may want to host a monthly social gathering, at no cost to Staff Congress, in order to provide opportunities for Staff Congress members to become better acquainted. Terry Burgess turned these issues over to the Special Events Committee for further discussion.

Kelly Buffington said that she would like some sort of friendly competition such as “The Biggest Loser” to be held among university employees. She suggested that perhaps this could be coordinated through the Wellness Center. This would be beneficial to health insurance rates. Terry Burgess turned this item over to the Special Events Committee for further discussion.

Terry Burgess thanked everyone for the work they have done in Staff Congress during the first half of the academic year.

Adjourn: Orville Herndon made a motion to adjourn the meeting. Marion Hale seconded, and the motion carried. The meeting was adjourned at 2:55 p.m.