Murray State University Staff Congress
Draft Minutes for August 15, 2012
304 North Applied Science Building

PRESENT: Cathy Bazar, Shanna Burgess, Christian Cruce, Marion Hale, Amber Harris, Orville Herndon, Dana Howard, Ann Matheny, Margie Miller, Jerry O'Bryan, Evan O'Neal, Kerry Pinkston, Debbie Plummer, Tressa Ross, Stephanie Totty, Daniel Williams, Tim Williams, Lisa Willis, Dwaine Willoughby, Janeen Winters, and John Young. Guests: Dr. Josh Jacobs, Chief of Staff; and Phil Schooley, Staff Regent.

CALL TO ORDER: Staff Congress President John Young called the meeting to order at 1:33 p.m. For the benefit of new members, he asked everyone to introduce himself.

REPORTS FROM SPECIAL GUESTS:
Dr. Josh Jacobs, Chief of Staff: Dr. Josh Jacobs said that the Staff Recognition Luncheon went well and thanked those involved in planning the event. He congratulated the Staff Excellence Award and Years of Service Award recipients. He noted that Dr. Dunn will attend Staff Congress meetings as requested. The Faculty and Staff Leadership Council will continue to meet with Dr. Dunn during the 2012-2013 academic sessions. The first meeting is scheduled for September 13.

Students will move into the residential colleges on August 18. He reminded staff to register for HEA 189 and to submit their tuition waivers for the class by the deadline.

Josh welcomes questions. He noted that staff may contact him prior to the Staff Congress meetings so that he can bring to the meetings additional information related to specific questions.

Josh reported that each academic college has established a Budget Planning and Review Team. The three non-academic Budget Planning and Review Teams are almost finalized. The 12 teams will meet with Dr. Dunn on August 30. A Budget Planning and Review website will be established.

Jerry O'Bryan thanked Josh Jacobs for his work which will enable the Transportation Department to obtain new vehicles.

John Young added that on October 23, at 1:30 p.m., in Freed Curd Auditorium, a KTRS information session will be held for employees. Individuals who notify Human Resources in advance of the meeting can have their customized retirement information available at the meeting.

Staff Regent Report: Staff Regent Phil Schooley reported that the Faculty and Staff Leadership meeting with Dr. Dunn is scheduled for September 13. The Board of Regents retreat will be held on September 6. The board meeting is scheduled for September 7. The Budget Planning and Review Teams will meet August 30. He welcomes questions.

APPROVAL OF JULY MINUTES: Christian Cruce made a motion to approve the July minutes as presented. Tim Williams seconded, and the motion carried.

APPROVAL OF JULY TREASURER'S REPORT: Treasurer Debbie Plummer presented the July Treasurer's Report. Stephanie Totty made a motion to approve the July Treasurer's Report as presented. Dana Howard seconded, and the motion carried.

STANDING COMMITTEE REPORTS:
Executive Committee: John Young noted that the list of Staff Congress Committee assignments was emailed to Congress members. He asked that when the committees meet, the chairs designate co-chairs and inform him of the names of the co-chairs. He will then issue an updated committee list.

John thanked Laura Lohr Dziekonski for her work on the Staff Congress banner which was displayed at the Staff Recognition Luncheon. Congress members complimented Laura on the banner.

Personnel Policies and Benefits Committee: Stephanie Totty said several university employees have asked if the federal changes to healthcare plans will increase the health insurance costs for employees. She does not yet know the answer. Stephanie asked her committee members to stay after today's Staff Congress meeting to set a meeting date for the committee.

Credentials and Elections Committee: Orville Herndon said the appointment of a staff member to fill the vacancy created by Anthony Jones' resignation from Staff Congress will be addressed as a new business item later in today's meeting.

Staff Recognition Committee: Dana Howard thanked everyone for help with the August 7 Staff Recognition Luncheon. She reported on the comments and suggestions received about the luncheon. She will discuss them with the Staff Recognition Committee. Staff may email to her any comments about the luncheon they would like the committee to address.

Staff Special Events Committee: Shanna Burgess will email her committee with a meeting date. The committee will purchase supplies for the Children Christmas Party and the December Staff Reception.

Communications Committee: John Young reported on behalf of Communications Committee Chair Laura Lohr Dziekonski who was out-of-town and unable to attend today's meeting. Laura plans to schedule a committee meeting for the last week of August to discuss cost effective means of producing the Staff Congress newsletter.

Working Conditions Committee: Jerry O'Bryan said he will schedule a Working Conditions Committee meeting.

Staff Congress Foundation Book Scholarship Committee: Debbie Plummer said she will schedule a meeting for this committee. The committee will publicize the textbook scholarship application deadline and discuss fundraising for the scholarship.

UNIVERSITY-WIDE COMMITTEES:
Faculty and Staff Insurance and Benefits Committee: John Young said five members of Staff Congress are on the non-collegiate Budget Planning and Review Teams. Four Congress members are on collegiate teams. Other Staff Congress members are on standing university-wide committees. The MSU SACS accreditation committee will meet on August 15, at 11:30 a.m. At the September Staff Congress meeting, Dr. Jay Morgan, Associate Provost of Graduate Studies, will provide an update on the preparations for the SACS re-accreditation review.

Stephanie Totty reported that the Faculty and Staff Insurance and Benefits Committee will meet on August 24, at 8:30 a.m., in CTLT Room 304 North.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

International Studies Advisory Committee: John Young said the committee's next meeting is scheduled for September 12.

OLD BUSINESS: None.

NEW BUSINESS:
Orville Herndon said that according to the Staff Congress Bylaws, Jason Willoughby, the Staff Congress election candidate who received the next highest number of votes in the General/Facilities Management category is the next person eligible to fill the vacancy created by Anthony Jones' resignation from Staff Congress. Orville Herndon made a motion to appoint Jason Willoughby to fill the remainder of Anthony Jones' position on Staff Congress. Marion Hale seconded. President John Young asked if there was any discussion. There was none and the motion carried.

ADJOURNMENT: Orville Herndon made a motion to adjourn. Debbie Plummer seconded, and the motion carried. The meeting was adjourned at 2:06 p.m.