

Murray State University Staff Congress
Draft Minutes for December 9, 2009
Curris Center: Mississippi Room
January 7, 2010

PRESENT: Vicki D. Anderson, Terri Benton, S.G. Carthell, Christian Cruce, Laura Dziekonski, Orville Herndon, Cheryl Hicks, Lana Jennings, Norma Sue Miller, Jerry O'Bryan, Chuck Plummer, Debbie Plummer, Sheri Riddle, Becky Wilder, Shari Wilkins, Lisa Willis, Gina Winchester, Janeen Winters, and John Young. Guests: Josh Jacobs, Chief of Staff; Ashley James, Bursar's Office; Dr. Don Robertson, Vice President for Student Affairs; Phil Schooley, Staff Regent.

CALL TO ORDER: Staff Congress President Christian Cruce called the meeting to order at 1:32 p.m.

REPORTS FROM SPECIAL GUESTS: Dr. Don Robertson, Vice President for Student Affairs, reported that the midnight breakfast had a record attendance of over 1,600 students. His office is contacting students not pre-registered for the spring semester and implementing academic interventions for students whose GPA is below 2.0. Students will be able to call an advisor from home on January 4-15, to adjust their schedules while online at MyGate. Academic advising overnight will also be available so that students who email after 4:30 p.m. will have an answer by the next morning. He urged staff to refer students to the Student Financial Aid office if they are not returning this spring due to financial need. A ceremony and day of service activities are scheduled for Martin Luther King, Jr., Day on January 18. On behalf of the university, he thanked Staff Congress for continuing to sponsor the children's Christmas Party for the children of all university employees.

APPROVAL OF NOVEMBER MINUTES: Debbie Plummer made a motion to approve the November minutes as presented. Cheryl Hicks seconded, and the motion carried.

TREASURER'S REPORT: Debbie Plummer presented the November Treasurer's Report. Lana Jennings made a motion to accept the Treasurer's Report as presented. Cheryl Hicks seconded, and the motion carried.

WAY TO GO AWARD PRESENTATION: Phil Schooley presented an award certificate and gift certificate to Way to Go Award winner Ashley James who was unable to attend the award presentations at the November Staff Congress meeting.

STANDING COMMITTEE REPORTS:

Executive Committee: No report.

Personnel Policies Committee: No report.

Credentials and Elections Committee: Orville Herndon reported that an opening on Staff Congress exists in the secretarial/clerical category. Interested persons may contact him.

Staff Recognition Committee: Terri Benton reported on the proposed changes for the Staff Recognition Luncheon. The suggested changes include having Murray State Catering provide the food for the luncheon starting in 2010. Richard Fritz, Molly Lindsey, Tom Denton, Dr. Don Robertson, and Christian Cruce participated in the proposal's development. Staff would prepare the food; students would clean after the meal. Terri stressed the importance of allowing the Food Services staff to attend the luncheon. The Food Services staff who would be involved in the luncheon preparation have indicated that they do not object to preparing the meal. Orville Herndon noted that if staff in Food Services later indicate they do not want to prepare the Staff Recognition Luncheon food, the issue of having an outside provider cater the meal would be re-visited.

Staff Special Events Committee: Laura Dziekonski reminded Staff Congress members of the Staff Reception on December 10. She reported on the Children's Christmas Party held December 5, which was attended by 175-200 children and adults. She thanked those who helped with the event, including Food Services. She will present a final report when it is finished. The remaining goody bags will be sent to the Breathitt Center.

Communications Committee: Lana Jennings said that preparation of the next Staff Congress newsletter is tentatively scheduled for late January or early February.

Working Conditions Committee: No Report.

AD-HOC COMMITTEES:

Salary and Benefits Equity Research Committee: No report.

Staff Congress Foundation Book Scholarship Committee: Christian Cruce said the scholarship applications will be available at the Staff Reception on December 10. Applications can also be sent to interested persons via email upon request.

Staff Congress Bylaws Review Committee: Orville Herndon presented the proposed revisions to Bylaw Article II: Staff Regent. He made a motion that the bylaw be revised as presented. The motion was seconded. A hand vote was taken: 18 yay; 0 nay. The motion passed. Christian thanked the committee members for their service and disbanded the committee.

Staff Handbook Review Committee: No Report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: No report.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

Staff Regent Report: Staff Regent Phil Schooley distributed a copy of his report. The next Board of Regents' meeting is scheduled for February 19. Orville Herndon relayed a question from a staff member asking why the hiring deadline to receive the raise is in April instead of July 1. Phil responded that the date is set by the Personnel Policies and Procedures Manual, Item 3E. Orville Herndon asked Phil to pass along to the Board of Regents members the staff's gratitude for the raises. Staff Congress President Christian Cruce also thanked Phil and the Board of Regents for the raises, the extended Christmas break, and the lack of an increase in insurance premiums for 2010.

Chuck Plummer asked if temporary staff will also receive the raise. Phil replied that temporary staff will not receive the raise. Only regular full-time and regular part-time employees will receive it. The raise will be prorated for regular part-time employees.

Josh Jacobs, Chief of Staff, thanked staff members for their service. He thanked Staff Congress for its representation of staff regarding various issues and on various committees such as the Faculty and Staff Insurance and Benefits Committee.

OLD BUSINESS: None.

NEW BUSINESS: Orville Herndon said that the section of the Staff Congress Constitution which addresses the Staff Regent qualifications needs to be revised to ensure it is in compliance with Kentucky Revised Statutes. He noted that any changes to the constitution will need to be submitted to the Board of Regents for approval.

Chuck Plummer asked about the possibility of issuing parking violations in electronic form, including posting a photo of the car in violation to the vehicle owner's MyGate account to avoid denial of the violation.

Gina Winchester presented flyers that someone asked her to distribute at the Staff Congress meeting regarding a walk/run fundraiser for the Murray-Calloway County Hospital Hospice to be held December 19.

Christian Cruce reminded everyone that the next Staff Congress meeting is scheduled for January 13.

S.G. Carthell said that the Black History Month calendar is being finalized. Copies can be sent via email to interested persons to post in their departments.

ADJOURNMENT: Orville Herndon made a motion to adjourn the meeting. Laura Dziekonski seconded, and the motion carried. The meeting was adjourned at 2:14 p.m.