Murray State University Staff Congress  
Draft Minutes for June 10, 2010  
Curris Center: Mississippi Room  

**PRESENT:** Vicki D. Anderson, Terri Benton, Christian Cruce, Susanne D’Angelo, Laura Dziekonski, Marion Hale, Orville Herndon, Wade Herndon, Lana Jennings, Chuck Plummer, Debbie Plummer, Sheri Riddle, Becky Wilder, Shari Wilkins, Lisa Willis, Gina Winchester, Janeen Winters, and John Young. Guests: Johnathan Chancellor; Tom Hoffacker, Director, Human Resources; Josh Jacobs, Chief of Staff; Jordan Smith; Phil Schooley, Staff Regent; and Stephanie Totty.

**CALL TO ORDER:** Staff Congress President Christian Cruce called the meeting to order at 1:33 p.m.

**REPORTS FROM SPECIAL GUESTS:**
Josh Jacobs said the Board of Regents will meet Friday, June 12, 2010, to approve the budget. He encouraged everyone to offer assistance as needed to the many students on campus for Summer O and other events. The Governor’s Scholars will be on campus June 26. He thanked staff who help with summer campus events.

Tom Hoffacker reported on the compensation study for non-exempt staff: Human Resources is putting finishing touches on details such as target pay rates. He said Human Resources will be meeting with department heads to inform them of any changes resulting from the compensation study. The pay increases will be effective January 1, 2011. Human Resources will have group employee meetings, probably around the second week of November, to discuss details of the changes resulting from the non-exempt compensation study. The compensation program will be as public as possible regarding pay grades and structure.

Tom said that Building Coordinators and Assistant Building Coordinators who assist in emergency preparations will receive a small payment at the end of June for past work they have done and then annual payments will be given. The pay is based on the number of people working in the building.

Beginning July 1, persons in temporary jobs which do not require a bachelor’s degree and who work more than approximately 22 hours per week must have a calendar month break in service after nine calendar months of service. Questions regarding the policy can be directed to Human Resources. If desired, Human Resources will meet with groups to answer questions regarding the policy.

**APPROVAL OF MARCH MINUTES:** Debbie Plummer made a motion to approve the March minutes as presented. Laura Dziekonski seconded, and the motion carried.

**APPROVAL OF APRIL MINUTES:** Gina Winchester noted corrections in the second paragraph under New Business. In the first sentence, the words “free, evening” should be inserted before “events.” The second sentence should read “Josh Jacobs responded that the issue has been addressed with Pubic Safety and Public Safety needs to be informed of upcoming events.” Laura Dziekonski made a motion to approve the April minutes as corrected. Lana Jennings seconded, and the motion carried.

**APPROVAL OF MAY MINUTES:** Sheri Riddle made a motion to approve the May minutes as presented. Gina Winchester seconded, and the motion carried.

**MARCH, APRIL, AND MAY TREASURER’S REPORTS:** Shari Wilkins made a motion to approve the March, April, and May Treasurer’s Reports as presented. Laura Dziekonski seconded, and the motion carried.

**STANDING COMMITTEE REPORTS:**

**Executive Committee:** No report. Christian Cruce said that at the July Staff Congress meeting, members will be asked to submit their committee preferences.

**Personnel Policies Committee:** No report.

**Credentials and Elections Committee:** Orville Herndon introduced newly elected Staff Congress members present at today’s meeting: Susanne D’Angelo, Anthony Jones, Johnathan Chancellor, Jordan Smith, and Stephanie Totty.

**Election of Staff Congress Officers:** Orville Herndon reviewed the eligibility requirements to run for Staff Congress officer positions, as stated in the Staff Congress Bylaws. He read the names of the Staff Congress members who had notified him prior to today’s meeting of their intentions to run for executive officer positions. Nominations were then made for the officer positions.

Treasurer: Marion Hale nominated Laura Dziekonski.
Vice-President: Debbie Plummer and Sheri Riddle notified Orville of their candidacies prior to the meeting. No additional candidates were nominated.
President: Gina Winchester and John Young notified Orville of their candidacies prior to the meeting. No additional candidates were nominated at today’s meeting.

Marion Hale made a motion that nominations cease. Ballots were distributed. Completed ballots were collected and tallied.

**Staff Recognition Committee:** Terri Benton reported that 42 Staff Excellence Award nominations have been submitted.

**Staff Special Events Committee:** No report.

**Communications Committee:** No report.

**Working Conditions Committee:** No report.

**AD-HOC COMMITTEES:**

**Salary and Benefits Equity Research Committee:** No report. President Christian Cruce disbanded the committee due to completion of service.

**Staff Congress Foundation Book Scholarship Committee:** No report.

**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.

**Staff Congress Officer Election Results:** Orville Herndon reported the following results of the Staff Congress Officer Elections: President -- Gina Winchester; Vice-President -- Sheri Riddle; Treasurer -- Laura Dziekonski.

**Judicial Board:** No report.

**Sick Leave Appeals Committee:** No report.

**Staff Regent Report:** Staff Regent Phil Schooley distributed the schedule for the Board of Regents meeting to be held on June 12, 2010. Persons with questions may contact him.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Sheri Riddle suggested purchasing a microphone to use to stream Staff Congress meetings over the internet. The need for speakers was also discussed.

Orville Herndon made a motion to consider purchasing a microphone and speakers. Orville made a motion to amend the previous motion to read that if money is available in the budget, Staff Congress will proceed with the purchase of a microphone and speakers. The motion was seconded, and the motion carried.

Marion Hale congratulated Laura Dziekonski for receiving The Wilma Yeary Award from the International Association of Administrative Professionals. The award recognizes the Kentucky Administrative Professional of the Year for 2009-2010.

**ADJOURNMENT:** Debbie Plummer made a motion to adjourn. Becky Wilder seconded, and the motion carried. The meeting was adjourned at 2:12 p.m.