

Murray State University Staff Congress
Draft Minutes for October 16, 2013
304 North Applied Science Building

PRESENT: James Barnett, Terri Benton, Shanna Burgess, Jessica Evans, Debbie Griffin, Marion Hale, Orville Herndon, Dana Howard, Laura Lohr-Dziekonski, Ann Matheny, Margie Miller, Jerry O'Bryan, Evan O'Neal, Chuck Plummer, Debbie Plummer, Brian Purcell, Sheri Riddle, Ashley Rogers, Stephanie Totty, Daniel Williams, Tim Williams, Gina Winchester, Lisa Winchester, Chad Wortham, and John Young.

Guests: Dr. Renee Fister, Faculty Regent; Tom Hoffacker, Director, Human Resources; Dr. Tim Miller, Interim University President; Dr. Jay Morgan, Provost and Vice-President for Academic Affairs; Phil Schooley, Staff Regent; Lauren Smee, Wellness Coordinator, Human Resources.

CALL TO ORDER: Staff Congress President John Young called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Tim Miller, Interim University President: Dr. Tim Miller discussed plans for increasing enrollment. He has been making presentations throughout the region to promote the university as part of recruitment efforts. Dr. Miller talked about collaborative economic development efforts within the western Kentucky region. He gave an update on the Budget Task Force Subcommittees. Dr. Miller added that he relies on staff and faculty to inform of the university's improvement needs. He answered questions.

Jay Morgan, Provost and Vice-President for Academic Affairs: Dr. Morgan reported on student recruitment efforts. He hopes to be able to arrange campus visits for groups of regional high school students. He thanked staff who have volunteered to assist with recruitment. Dr. Morgan said the School of Nursing and the Department of Theatre had positive recent accreditation visits. He discussed the number of accredited programs offered by the university and the plans to increase the number of accredited programs. He provided updates on the Paducah campus construction and the SACS accreditation review process. Dr. Morgan answered questions.

Tom Hoffacker, Director, Human Resources: Tom Hoffacker reported on the upcoming open enrollment for 2014 insurance. He answered questions.

Lauren Smee, Wellness Coordinator, Human Resources: Lauren Smee reported on upcoming wellness events. She answered questions and thanked staff for helping her increase awareness of wellness events.

Staff Regent Report: Staff Regent Phil Schooley noted that items in his report were discussed earlier in today's Staff Congress meeting. He said the Budget Task Force Subcommittees have been meeting and will meet again. Staff with questions or comments may contact subcommittee members Brian Purcell, Dana Howard, John Young, or Staff Regent Phil Schooley.

Faculty Regent Report: No report.

APPROVAL OF SEPTEMBER MEETING MINUTES: Debbie Plummer made a motion to approve the September minutes. Laura Lohr-Dziekonski seconded, and the motion carried.

APPROVAL OF SEPTEMBER TREASURER'S REPORT: Treasurer Sheri Riddle presented the September Treasurer's Report. Orville Herndon made a motion to approve the September Treasurer's Report as presented. Chuck Plummer seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee: No report.

Credentials and Elections Committee: Orville Herndon said Staff Congress has a vacancy in the General/Facilities Management category.

Staff Recognition Committee: No report.

Staff Special Events Committee: Shanna Burgess thanked Congress members for bringing candy to be given to children at the Children's Christmas Party. Candy can also be brought to the November Staff Congress meeting or Shanna will pick it up from staff offices upon request. She gave an update on plans for the Children's Christmas Party.

Communications Committee: Laura Lohr-Dziekonski said that items to be included in the upcoming Staff Congress newsletter should be submitted to her by October 18.

Staff Congress Foundation Book Scholarship Committee: Debbie Plummer announced the names of the fall 2013 Staff Congress Textbook Scholarship recipients. She explained revisions to the scholarship application form. Debbie reported on plans for the upcoming textbook scholarship fundraiser.

Working Conditions Committee: Jerry O'Bryan reported on the recent meeting of the Working Conditions Committee. He reminded staff that November 1 is the deadline to complete the online harassment training.

Personnel Policies and Benefits Committee: No report.

UNIVERSITY-WIDE COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Stephanie Totty referred to Orville Herndon's email report of the October 12 Faculty and Staff Insurance and Benefits Committee and asked if anyone had questions. Congress members thanked Orville for sending the report. Dr. Miller added that the university is paying for the increase in health insurance premiums. Congress members responded by thanking Dr. Miller.

Intercollegiate Athletic Council: No report.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: Jerry O'Bryan reported that information from the recent Sick Leave Appeals Committee meeting was forwarded to Human Resources.

International Studies Advisory Committee: No report.

MSU 100: Sheri Riddle reported that Dr. Morgan and Dr. Todd met with the MSU 100 Committee to explain the committee's scope and purpose.

AD HOC COMMITTEE:

Campus Appearance and Improvements: No report.

By Laws Update—Textbook Scholarship: No report.

OLD BUSINESS: None.

NEW BUSINESS:

Letter Regarding Staff Recognition Luncheon and Faculty/Professional Staff Luncheon: John Young summarized a letter he received from Dr. Miller and the four university vice-presidents regarding budget concerns and the annual staff and faculty luncheons. Discussion followed. Dr. Morgan added that the administration would like to have a response from Staff Congress concerning the luncheons. This will be discussed again at a future Staff Congress meeting.

Undergraduate Tuition Waivers for Extended Family Members (Partners): John Young reviewed the list of employee dependents eligible for tuition waivers and the types and number of waivers available to them. He explained that the Faculty Senate passed a resolution recommending that undergraduate tuition waivers be made available to extended family members, including partners, of eligible faculty and staff. John Young asked if Staff Congress would like to make such a resolution.

Laura Lohr-Dziekonski made a motion to recommend that undergraduate tuition waivers for extended family members be available to partners of eligible staff and faculty. Daniel Williams seconded. John Young opened the floor to discussion.

Sheri Riddle made a motion to table the current motion on the floor. James Burnett seconded, and the motion to table the current motion on the floor passed.

John Young assigned the topic to the Staff Congress Personnel Policies and Benefits Committee.

Adjunct Faculty: John Young explained that adjunct faculty will be limited to teaching nine hours in response to the 30-hour rule for health care coverage. He wants staff to be aware that the 30-hour rule may affect some part-time staff, depending on hours worked. Discussion followed. Dr. Tim Miller provided additional information and said the university wants to be fair to the adjuncts and part-time staff.

Fall Break: John Young reported on the results received in response to the email he sent Staff Congress members requesting input on the timing of Fall Break. Dr. Morgan has provided John with the response from the academic areas athletics staff concerning the timing of Fall Break. Discussion followed.

Other Questions: Debbie Plummer asked if departments can have pre-paid lunches packaged in carryout containers for persons who submit a reservation and then do not attend the luncheon. She said departments must pay for pre-arranged lunches even for those who fail to attend.

Terri Benton, Staff Congress member and Associate Director of Dining and Racer Hospitality Services, responded that Health Department regulations do not allow Dining Services to do that. Discussion followed.

ADJOURNMENT: James Barnett made a motion to adjourn. Daniel Williams seconded, and the motion carried. The meeting was adjourned at 3:31 p.m.