



**Draft Minutes for February 24, 2015  
304 North Applied Science Building**

**PRESENT:** James Barnett, Shanna Burgess, Jami Carroll, Jessica Evans, Marion Hale, Orville Herndon, Laura Lohr, Jerry O'Bryan, Evan O'Neal, Chuck Plummer, Debbie Plummer, Brian Purcell, Sheri Riddle, Ashley Rogers, Maria Rosa, Tressa Ross, Logan Stout, Stephanie Totty, Tim Williams, Dwaine Willoughby, Joseph Wilson, Chad Wortham, John Young, and Staff Regent Phil Schooley.

**Guests:** Dr. Bob Davies, President; Jackie Dudley, Vice-President, Finance and Administrative Services; Joyce Gordon, Director, Human Resources; Dr. Marty Jacobs, Faculty Regent.

**CALL TO ORDER:** Staff Congress President Laura Lohr called the meeting to order.

**REPORTS FROM SPECIAL GUESTS:**

**Dr. Bob Davies, President:** Dr. Bob Davies thanked everyone for work done to prepare the campus for classes after the inclement winter weather and for patience with the university closure. He welcomes feedback regarding the university's response to the inclement weather.

Beginning March 15, areas within 25 feet of campus buildings will be smoke-free. Pending approval by the Board of Regents at its February 27 meeting, the full tobacco policy will be implemented in August 2015. The policy will be evaluated at the end of the 2015-2-2016 academic year.

The Strategic Plan will be discussed at four upcoming town hall meetings. The Strategic Plan is available at <http://murraystate.edu/strategic-initiatives-plan/index.aspx>.

Dr. Davies answered questions.

Debbie Plummer and Jerry O'Bryan thanked Dr. Davies for the communications regarding campus closure. They and other Staff Congress members said they have heard positive comments from staff concerning the university's response to the inclement weather.

Logan Stout said the President's assistance with plowing snow and his interaction with students were well received.

Phil Schooley complimented David Burdette, Interim Director of Facilities Management, for his work with Facilities Management staff in response to weather.

Chuck Plummer appreciated Public Safety's reports regarding the condition of various campus locations during the university closure.

**Jackie Dudley, Vice-President, Finance and Administrative Services:** Jackie Dudley complimented the staff in Facilities Management, Dining Services, and postal services for their response to the winter weather.

The university administration is in the process of developing the budget for the upcoming fiscal year, which includes performing job audits. The Board of Regents will approve budget guidelines to be used in the development of the budget.

Beginning March 2, Ellen Dale, Controller at the MSU Foundation will be the new Director of Accounting and Financial Services. Susie Malloy will fill the Controller position at the Foundation.

**Joyce Gordon, Director, Human Resources:** Joyce Gordon also thanked staff for their work last week during the weather winter.

During the week of February 16, she participated in a two-hour webinar concerning the Anthem data breach. Anthem is in the process of sending letters to employees concerning the data breach. Information about free credit repair and identification protection is available at Anthem.com.

Health insurance plans for 2016 are in development. Employees can contact Staff Congress members and University-wide Insurance and Benefits Committee members with feedback regarding insurance. The University-wide Faculty and Staff Insurance and Benefits Committee will meet March 13. John Young, James Barnett, Jami Carroll, Orville Herndon, Debbie Plummer, Sheri Riddle, and Stephanie Totty are the staff representatives on the Insurance and Benefits Committee. She asked Staff Congress members to seek input from co-workers regarding insurance and other benefits.

She answered questions.

**Staff Regent Report:** Staff Regent Phil Schooley said he expects to have the updated agenda for February 27 Board of Regents meeting on February 25. He will present the 2014 Staff Survey at the February 27 Board of Regents meeting. The survey will be available on the Staff Congress website.

**APPROVAL OF JANUARY MEETING MINUTES:** James Barnett made a motion to approve the January minutes as presented. Tressa Ross seconded, and the motion carried.

**APPROVAL OF JANUARY TREASURER'S REPORT:** Treasurer Sheri Riddle presented the January Treasurer's report which included expenditures for balloons at the children's party and salary. The report does not reflect a deposit of \$120 to the textbook scholarship fund. The money is from a fundraiser and was deposited after the January Treasurer's Report was printed.

Debbie Plummer made a motion to approve the January Treasurer's Report as presented. Chad Wortham seconded, and the motion carried.

**STANDING COMMITTEE REPORTS:**

**Executive Committee:** Laura Lohr said she has met with Jackie Dudley to discuss changing the Staff Congress Secretary position from temporary to permanent.

She encouraged staff to attend the grant writing workshop on March 4. The Faculty and Staff Leadership Council will meet with Dr. Davies on February 25. Due to spring break, the next Staff Congress meeting will be held on the March 25, the fourth Wednesday of the month.

**Credentials and Elections Committee:** Committee Chair Tressa Ross said that as of the filing deadline of February 23, Phil Schooley is the only candidate for Staff Regent. Because only one candidate is running for the position, the forum scheduled for March 5, has been cancelled. She distributed a sign-up sheet for staff to volunteer to assist with the voting kiosk which will be in Faculty Hall for the Staff Regent Election.

Post cards will be sent to staff to notify them of the candidacy intent form for the Staff Congress election to be held April 21-23. Staff can file candidacy intent forms March 23 through April 6.

**Staff Recognition Committee:** No report. Laura Lohr encouraged Congress members to promote Staff Recognition nominations and the Staff Congress Facebook page.

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

**Communications Committee:** Laura Lohr said the Staff Congress newsletter has been distributed. Due to the university's closure February 16-20, the Trio Day Celebration scheduled for February 16 has been moved to February 26.

**Working Conditions Committee:** No report.

**Staff Congress Foundation Book Scholarship Committee:** Committee Chair Jessica Evans announced the spring semester textbook scholarship recipients: Paxton James, dependent of Bursar's Office staff Tony James; and Colleen Anderson, staff in COEHS. Jessica will send the award letters and will take photos of the recipients for the newsletter.

Jessica distributed the updated scholarship application guidelines which were revised to include textbook rentals. The scholarship committee plans to promote the scholarship availability as well as payroll deduction as a means of donating to the scholarship.

**Personnel Policies and Benefits Committee:** No report.

**UNIVERSITY-WIDE COMMITTEES:**

**Faculty and Staff Insurance and Benefits Committee:** John Young said the Faculty and Staff Insurance and Benefits Committee will meet on March 13. Staff may contact the following staff members of the Faculty and Staff and Insurance and Benefits Committee with concerns and suggestions: [John Young](#), [James Barnett](#), [Jami Carroll](#), [Orville Herndon](#), [Debbie Plummer](#), [Sheri Riddle](#), and [Stephanie Totty](#).

**Intercollegiate Athletic Council:** Sheri Riddle reported that the full committee has not met. A subcommittee will meet later in February. An athletic academic review will be conducted.

**Naming Campus Facilities Committee:** No report.

**Judicial Board:** No report.

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

**International Studies Advisory Committee:** No report.

**Dual Employment Committee:** Debbie Plummer said that Dr. Whaley sent the Dual Employment Committee's final report to Dr. Davies for review.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**ADJOURNMENT:** Debbie Plummer made a motion to adjourn. Jessica Evans seconded, and the motion carried. The meeting was adjourned.