

Murray State University Staff Congress
Draft Minutes for September 13, 2006
1:30 PM, Mississippi Room, Curris Center

PRESENT: Michael Busby, Mark Galloway, Marion Hale, Orville Herndon, Wade Herndon, Lana Jennings, Jerry O'Bryan, Jan Page, Debbie Plummer, Sheri Riddle, Tracy Roberts, Rhonda Rogers, Phil Schooley, Misty Starks, Lisa Willis, and Staff Regent Gina Winchester. Guests: Phil Calkins, Candi Freeland, Dr. Tim Miller, Kristin Taylor.

CALL TO ORDER: Staff Congress Vice-President Mark Galloway called the meeting to order.

REPORTS FROM SPECIAL GUESTS:

Dr. Tim Miller, interim MSU President, gave an update on the relocation of programs currently housed in the Boy Scout Museum. The building will be replaced with a parking lot.

He reported that Faculty Senate formed an ad-hoc committee which conducted a salary study. He suggested that Staff Congress also conduct a salary study to present to the Board of Regents when requesting salary increases. Mark Galloway responded that Staff Congress has recently formed such an ad-hoc committee.

Dr. Miller noted that Dr. Terry Strieter will step down from the Faculty Regent position effective January 1, 2007. A temporary replacement will fill the position until June 30. The Faculty Regent elected in April 2007, will begin a three-year term on July 1. He added that Mark Wattier is the MSU representative to the CPE board. Jay Morgan has been appointed to serve on the Kentucky Teachers Retirement System Board

Phil Calkins, Financial Advisor/AIG VALIC Retirement Planning Specialist, said that he appreciates the welcome he has received from MSU while he has been on campus. He would like to make available for staff a series of seminars on the financial topics of retirement, estate, and tax planning.

APPROVAL OF MINUTES: Debbie Plummer made a motion to approve the August 2006 minutes as printed. Tracy Roberts seconded, and the motion carried.

TREASURER'S REPORT: Staff Congress Treasurer Marion Hale presented the August 2006 Treasurer's Report. Lana Jennings made a motion to approve the Treasurer's Report. Orville Herndon seconded, and the motion carried.

STANDING COMMITTEE REPORTS:

Executive Committee Report: Parking Tag Pro-Rated Charge for Spring (AI# 0607-002):

No report. The committee was unable to meet prior to September Staff Congress meeting to due the illness and death of a family member of one the Executive Committee members.

Personnel Policies/Benefits Committee: Retirement (KTRS) Changes Seminars/Newsletters (AI#: 0607-004): No report. The committee will meet the last week in September. Committee Chair Mark Galloway will notify member of the meeting date via email

Credentials and Elections Committee: Orville Herndon introduced new Staff Congress member Jane Page. She was elected in April and will serve through 2009.

Staff Recognition Committee: Staff Recognition Luncheon Report: Marion Hale reported that the luncheon had a high turnout of staff and thanked Dr. Miller for his encouraging presentation at the luncheon.

Staff Special Events Committee: No report.

Communications Committee: Lana Jennings said the committee is ready to compile a newsletter. She requested articles for the newsletter as well as pictures of the recognition awards presented at the Staff Recognition Luncheon.

Working Conditions Committee: Jerry O'Bryan reminded everyone that users of university vehicles must wear seat belts in the vehicles. The university is changing from the Master Card to the Fleet One card for gas purchases for university vehicles.

Ad-hoc Committee

Job Salary and Benefits Research Committee: Debbie Plummer reported that the committee met September 5, 2006. The committee will be using as its format the Faculty Senate job salary report. The Staff Congress Job Salary and Benefits Research Committee will be September 27. An email will be sent when the meeting location has been determined.

UNIVERSITY COMMITTEES:

Faculty and Staff Insurance and Benefits Committee: Mark Galloway said that the committee will meet on September 15 at 3:30 in Faculty Hall 309.

Intercollegiate Athletic Council: Michael Busby reported that he has notified the Chair of the Intercollegiate Athletic Council that he has been appointed to that committee.

Naming Campus Facilities Committee: No report.

Judicial Board: No report.

Sick Leave Appeals Committee: No report.

STAFF REGENT REPORT:

Staff Survey about Issues (AI# 0607-005): Staff Regent Gina Winchester reported that she will be attending the Governor's Trustee Conference September 16-17. She received a note from Dr. Wade Northington thanking the MSU staff who attended the Breathitt Veterinary Center Staff Appreciation Luncheon. He also thanked MSU for providing the luncheon.

Over 400 Staff Surveys have been completed and returned from the 973 mailed to staff. One suggestion made on the completed surveys received is that the Staff Regent visit the individual departments.

Gina asked Staff Congress members to encourage staff to attend the Faculty and Staff Appreciation Night and football game on September 30. New MSU President Randy Dunn will be at the staff tent to meet staff.

The Provost's Office has announced a new recognition for faculty: The Distinguished Mentor Award. Gina suggested that staff may want to request the addition of a similar award for staff.

The next Board of Regents meeting is scheduled for September 29. She will meet with interested staff prior to the Board of Regents meetings. She will email Staff Congress members when she has determined a date.

Orville Herndon asked if the agendas for Board of Regents meetings can be posted on the MSU website. Gina will ask if this can be done.

OLD BUSINESS:

Reading of Changes to the Staff Congress Constitution and By-laws (AI#: 0607-001):

Calendar and List of Staff Congress Members in New Employee Packets (AI# 0607-008): Terry Burgess is overseeing this item. He was unable to attend today's meeting.

Bylaw Change: Staff Congress Member Voting via Electronic Means (AI# 06-07-012): This will be addressed when changes to the Staff Congress By-Laws are discussed at a future meeting.

NEW BUSINESS:

Rick Pierceall was unable to attend today's meeting and asked Debbie Plummer to present the following question. Some employees have asked how to avoid losing vacation days because most employees request vacations at approximately the same time of year, toward the end of the fiscal year. It was suggested that vacation days must be arranged with individual supervisors.

Adjourn:

Orville Herndon made a motion to adjourn the meeting. Debbie Plummer seconded, and the motion carried. The meeting was adjourned at 2:58 p.m.